



SCREEN MEMORIES

Equality Policy

1.Statement of Intent

Screen Memories is committed to ensuring that its activities are open to all and that barriers, whether real or perceived, are removed.

Screen Memories recognises the importance of affording Equality to all service users, volunteers and present and potential employees. We are determined to ensure that every person regardless of disability, sex, age, sexual orientation, gender reassignment, marriage and civil partnership status, pregnancy and maternity, race, religion or belief, (together the “Protected Characteristics” under the Equality Act 2010) has genuine opportunity to participate to their full potential at all level and in all roles within our work. We will operate our business in line with the principles of the Equality Act 2010 in affording equitable opportunities to everyone involved in Screen Memories.

To this end, Screen Memories aims to prevent any discrimination, either direct or indirect and ensure that, in its relations with its volunteers, current and potential employees, clients and customers, no condition or requirement is imposed which cannot be justified.

1.Purpose

The policy sets out the specific objectives and actions that Screen Memories will take to achieve these objectives.

2.Legislative

In implementing this policy, Screen Memories will comply with its statutory obligations under the terms of all relevant Scottish, UK and European legislation.

3.Screen Memories Commitments

Screen Memories will ensure that there is a strong commitment to equality at the most senior level within the organisation. The Trustees of Screen Memories are responsible for ensuring that the Equality policy is followed. **The project manager** has overall responsibility for the implementation of the Equality Policy.

4.Objectives

The Equality policy has the following objectives.

- To ensure that everyone who participates in Screen Memories, in whatever capacity, receives fair and equitable treatment
- To adopt a planned approach to eliminating perceived barriers which discriminate against or exclude particular groups
- To ensure that no one working for, wishing to work for, or working on behalf of Screen Memories, receives less favourable treatment on the grounds set out in the statement of intent and our policies and procedures.
- To give clear guidance and communication to all individuals, Trustees and volunteers, on its commitment to Equality.
- To ensure that the content of policies, procedures, regulations (where applicable) and assessments provides Equality for all, except where specific situations or conditions properly or reasonably prevent this.
- To adopt systems and procedures which ensure all materials prepared, produced or distributed on behalf of Screen Memories and all relevant public statements made on behalf of the charity, reflect our commitment to Equality and inclusion.

5.Education, Training and Development

Screen Memories will ensure that its staff, Trustees and key volunteers understand the principles of equality, diversity and inclusion. Consequently, Screen Memories will ensure that Trustees, volunteers and staff receive ongoing education and training on equality and its impact. Staff and volunteers will receive briefings on the Equality policy and its implication

6.Partnership Support and Development

Screen Memories will work and develop relationships with key partners to develop programmes, policies and initiatives that are inclusive and to share information and good practice. We will develop links with new partnership in areas of voluntary sector equality

7.Communication and Access to Information

Screen Memories will consider equality when producing newsletters and reports and attempt to ensure that images are used to reflect diversity within the Scottish population.

Screen Memories is committed to the use of inclusive (gender-neutral) language.

Screen Memories will give due regard to equality and accessibility of information in all matters relating to their website

Screen Memories will as far as possible and within available resources attempt to provide information in alternative formats and languages.

Screen Memories will ensure that its equality policy and its commitment to equality is communicated to all Staff, Trustees and volunteers.

Screen Memories Equality Policy will be circulated extensively throughout the organisation in hard copy and will appear on the Screen Memories website.

8.Policy Review and Programming

Screen Memories is committed to ensuring that equality is given due regard when developing new policies, programme, projects, services or initiatives.

Screen Memories will constantly review the equality impact of its key policies.

9. Monitoring and Evaluation

1. The Project manager will be responsible for monitoring the effectiveness of this policy, and for providing information to the Trustees about the policy and its implementation and impact.

Date: 15/02/19