



Cotgrave & District u3a

Equality and Diversity Policy

Cotgrave & District u3a (hereafter 'the u3a') is committed to providing, life-enhancing opportunities where retired, semi-retired, or those not in full time employment come together and learn together, not for qualifications but for its own reward: the sheer joy of discovery! Members share their skills and life experience: the learners teach and the teachers learn and there is no distinction between them. The u3a recognise that some people are particularly likely to experience discrimination and harassment and are committed to making sure our group is as inclusive and welcoming as possible.

AIMS OF POLICY

The u3a is committed to treating all people equally. We aim to design our activities, services and decision making processes specifically to support participation from people who face disadvantage in society and consider that no member should suffer disadvantage, or receive less favourable treatment on the basis of:

- Age
- Ethnic origin, nationality (or statelessness) or race
- Disability
- Religion or belief (including the absence of belief)
- Marital or civil partnership status
- Sexual orientation
- Pregnancy
- Gender reassignment
- Class or socio-economic status
- Political belief

PRACTICAL APPROACHES TO INCLUSION

The u3a is open to all who are retired, semi-retired, or not in full time employment. The u3a will make sure all new members are aware of our Equalities policy and Code of Conduct. The u3a will take reasonable measures and practical approaches to ensure a wide range of people take part in our activities and meetings and members voices are heard.

This may include:

- Consideration of the time of day of meetings
- Consideration of venues for meetings
- Accessibility for wheelchair users
- Access to PA system and a hearing loop

For Publicity purposes:

- Making it easy to read
- Making it available to people who don't have access to the internet
- Using a range of images used that reflect the local community

CODE OF CONDUCT

The u3a has a Code of Conduct. Sexist, racist, homophobic, transphobic or otherwise offensive and inflammatory remarks and behaviour are not acceptable. These constitute harassment, and have no place in the u3a.

If any member of the u3a feels they have been discriminated against by the u3a or harassed at a u3a event they should raise this with the Committee.

COMPLAINT PROCEDURE

Any member who feels they have been discriminated against or mistreated should, put their complaint in writing to the u3a Secretary.

Upon receipt of the written complaint the u3a Secretary will acknowledge receipt of the complaint and at the same time form a panel to hear the complaint.

The panel will consist of three people, Chairman, Secretary and a member of the Ethics Sub-Committee. In extremis deputies can be substituted for the positions.

A complaint review date will be set which is mutually agreeable to both the panel and the person lodging the complaint. This date will, under normal circumstances, be within 14 days of the complaint being received.

The Panel will investigate the complaint and if required listen to all members involved. (If the complaint is against a Committee Member, that member will not take part in conducting the investigation.)

Any decision to exclude a person from the u3a due to discriminatory or harassing behaviour will be made with reference to the u3a's Constitution and grievance/disciplinary procedures.

The Trust will support people who feel they have been harassed or discriminated against, and will not victimise or treat them less well because they have raised this.

Approved by Cotgrave & District Executive Committee and will be reviewed at least every 2 years.

Reviewed Dates.

March 2018 - Version 2

June 2022 - Version 3

March 2024 - Version 4