



## North Wales Sub-Aqua Club Equality, Diversity & Inclusion Policy

Action to promote equality, diversity and inclusion is an integral part of North Wales Sub-Aqua Club's strategy and objectives.

We can only realise our vision if we overcome barriers, eliminate discrimination, address disadvantage and foster good relations between persons who share a relevant protected characteristic e.g. age, disability, gender identity/reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation, and persons who do not share it.

No-one should suffer disadvantage because of who they are.

In line with our equality strategy 2017 and our values and behaviours, we have adopted the following equality objectives to support delivery of our core aims:

- We will ensure that our governance is reflective of and responsive to the diversity of the communities we serve.
- We will understand and deliver services that respond to the needs of our members.
- We will take positive action to address the causes and support the victims of bullying, harassment, hate-crime, discrimination and domestic abuse.
- We will recruit and retain a membership that reflects the communities we serve and ensure that all members understand the diverse needs of our community.
- We will engage and consult with a broad and representative range of the community to deliver an opportunity for all to take part in the activities of the club.

### **Scope**

This policy applies across North Wales Sub-Aqua Club and all areas of its SCUBA diving activities, training and processes.

### **Policy Statement – Our Commitment**

Through effective training and management we are committed to:

- Promoting equality, diversity and inclusion amongst our members, Instructors, our governing body – the Sub Aqua Association (SAA) and all those we come into contact with.
- Challenging and eliminating unlawful discrimination, harassment and victimization.
- Treating everyone with dignity, fairness and respect at all times.
- Providing responsive and accessible services that are tailored to the diversity profile of our community.
- Understanding the diversity of resources and needs in our communities, enabling us to seek membership within them and develop relationships.

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- Demonstrating our understanding of the different needs of our future members, including the relation to the protected characteristics and those with additional support needs.
- Supporting adaptation services to meet the special needs of future members with a disability.
- Ensuring our governing body (SAA) and club members are reflective of and responsive to the diverse communities we offer club membership.
- Reviewing and monitoring our equality, diversity and inclusion activities.
- Having due regard to:
  1. eliminating unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010.
  2. advance equality of opportunity between people who share a protected characteristic and those who do not.
  3. foster good relations between people who share a protected characteristic and those who do not.
- Ensuring this policy and associated arrangements shall operate in accordance with statutory requirements. Full account will be taken of any guidance or codes of practice issued by the Equality and Human Rights Commission, any government departments and other statutory or regulatory bodies.

We take seriously our legal duty to provide our training and SCUBA diving opportunities fairly and without unlawful discrimination, and we keep to all relevant codes of practice.

### **How we will meet these commitments in delivering SCUBA Diving Training**

We will fulfil our commitments by:

- Promoting an environment that gives all members an equal chance to live free of discrimination and prejudice.
- Overcoming barriers that limit access to SCUBA diving and where possible tailor service delivery to meet the diversity profile of our members.
- Providing accessible information and a variety of ways in which our members can have their say on all our SCUBA diving operations.
- Ensuring that organisations providing training on our behalf, provide evidence to demonstrate their commitment to equality and diversity legislation.
- Carrying out equality analysis of new and existing policies and practices as appropriate.
- Comparing and benchmarking our training against those provided by similar organisations and building on good practice.

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### **In the composition of our governing body (SAA) and our staffing**

We will fulfil our commitments by:

- Ensuring that our staff understand the diverse needs of our customers and that our governing body (SAA) is reflective of and responsive to the diversity of the communities we seek membership.
- Maintaining an environment in which individual differences and the contributions of all our members, governing body (SAA) are recognised and valued.
- Developing and promoting recruitment policies and practices that give everyone equal access to membership opportunities.
- Challenging and eliminating all discrimination.
- Promoting dignity and respect to all. Exercising zero tolerance of intimidation, bullying or harassment, and ensuring that everyone knows about their rights of protection.
- Making sure that all members and our governing body (SAA) know and understand the purpose of this policy.
- Ensuring training, development and progression opportunities are available equally to all members.
- Accommodating the specific needs of members with a disability.

### **In providing SCUBA diver training within the community**

We will fulfil our commitments by:

- Ensuring our membership strategy and training reflect our commitment to equality, diversity and inclusion to advocate good practice throughout the club.
- Engaging with training providers, diving centres and equipment suppliers who share our values.
- Sharing our diversity profile information with our governing body (SAA).

### **The implementation and communication of this policy – Club Responsibility**

The Club Chairman is responsible for ensuring the effective implementation of this policy. The delivery and operational arrangements will rest collectively with the Committee Members, Diving Officer, Instructors and Members who will ensure that they operate within this policy, its arrangements and that all reasonable and practical steps are taken to avoid discrimination.

They will ensure that:

- All future club members are aware of the policy, the arrangements and the reasons for the policy.
- Grievances concerning discrimination are dealt with properly, fairly and as quickly as possible.
- Appropriate records are maintained.
- The policy and the arrangements are communicated to all respective training providers, diving centres and equipment suppliers.
- Respective sections of the North Wales Sub-Aqua Club web site contains guidance and information on our approach and general information on equality, diversity and inclusion as appropriate.

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### **Responsibilities of all North Wales Sub-Aqua Club members**

Equality, diversity and inclusion are the responsibility of every individual. It is the attitudes and behaviour of all members that is crucial to the success and high regard the club enjoys. In particular, all members are to:

- Comply with the policy and arrangements.
- Not discriminate in their day to day activities or induce others to do so.
- Not victimise, harass or intimidate other members, individuals or groups who have, or are perceived to have one of the protected characteristics.
- Ensure no individual is discriminated against or harassed because of their association with another individual who has a protected characteristic.
- Live the values of our club equality strategy 2017
- Inform a Committee Member if they become aware of any discriminatory practice.

### **Equality training**

We fully understand that embedding equality, diversity and inclusion in our club and our club's day to day activities requires training and raising awareness of equality issues for all members, governing body (SAA) and our training providers, diving centres and equipment suppliers. Equality awareness will be integral to learning activities and regular briefing sessions will be held on equality issues where this is appropriate to support our aims.

### **Monitoring**

The Chairman, North Wales Sub-Aqua Club is responsible for ensuring this policy is regularly monitored. This will include review of equality and diversity goals.

### **Review**

The effectiveness of this policy and associated arrangements will be reviewed every three years, or earlier in the event of significant social, demographic, legal or regulatory changes. The next full review will be 2020 in line with our current club strategy.