



**South West Football Academy  
(SWFA)**

**Equality, Diversity and Inclusion Policy**

## **Introduction:**

- SWFA is committed to equality and diversity throughout our workforce and to eliminating all forms of inappropriate discrimination whether or not covered by current law.
- Our aim is for our workforce to represent the diverse mix of backgrounds and identities present in our society and to reflect the make-up of our end customers.
- SWFA wants each employee to feel respected, valued and able to give their best whether they work on a part-time or full-time basis.
- It is the responsibility of all SWFA staff to conduct themselves in a way to help the organisation provide equal opportunities in employment and to help prevent bullying, harassment, victimisation and inappropriate discrimination.
- We will also seek to work with people and organisations who reflect our equal opportunity values – the people who play, volunteer, attend and engage with our services.
- This Equality Policy does not form part of any employee's contract of employment and may be amended by SWFA at any time.

## **Purpose:**

This policy's purpose is to:

- Provide equality, fairness and respect for everyone in our employment, whether fixed-term, part-time, freelance, self-employed or full-time
- Help prevent discrimination whether it be based on age, disability, gender reassignment (including identity), marriage, civil partnership, pregnancy, maternity, race (including colour, nationality, and ethnic or national

origin), religion or belief, sex (gender), sexual orientation or any other inappropriate factor.

- Help avoid all forms of inappropriate discrimination whether about pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, recruitment and selection for employment, promotion, training or other developmental opportunities.
- Encourage employees to tell us if they are disabled or become disabled so that appropriate reasonable adjustments and support can be considered, in line with our internal guidance on reasonable adjustment.

### **Commitments:**

SWFA commits to:

- Lawfully encourage equality and diversity in the workplace, including, where suitable, the use of positive action, both as good practice and to ensure that the organisation thrives.
- Create a zero-tolerance working environment free of bullying, harassment, victimisation and inappropriate discrimination promoting dignity and respect for all, where individual differences and the contributions of all staff are recognised and valued. Achieving this is an important aspect of ensuring equal opportunities in employment.
- Inform managers and all other employees about their rights and responsibilities under this policy.
- Help all staff understand they, as well as the SWFA, can be held liable for acts of harassment, victimisation and/or unlawful discrimination, carried out in connection with their employment, whether against fellow employees, customers, suppliers or the public.

- Take seriously complaints of bullying, harassment, victimisation and inappropriate discrimination and deal with upheld complaints and vexatious or malicious complaints as appropriate.
- Provide opportunities for training, development and progression to all staff, who will be helped and encouraged to develop their full potential, so that their talents can be used to drive SWFA's business objectives.
- Review employment practices and procedures when necessary to ensure fairness, and also update them and this policy to take account of changes in the law.
- Monitor the make-up of SWFA's workforce regarding age, disability, gender reassignment (including identity), marriage, civil partnership, pregnancy, maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex (gender) and sexual orientation to assist SWFA in meeting the aims and commitments set out in this Equality Policy. Such data will be held securely and anonymously and will not be held for longer than is reasonably necessary in accordance with data protection law.

## **Equality Act 2010**

- The Equality Act 2010 came into force on 1 October 2010. The purpose of the Equality Act 2010 is to simplify discrimination legislation and create a more consistent and effective framework, while at the same time extending discrimination protection.
- The Equality Act 2010 makes it unlawful to discriminate directly or indirectly or harass customers or clients because of a protected characteristic in the provision of goods and services.

## **General Data Protection Regulation (GDPR):**

- When an employee requests their data, SWFA will process any personal data collected by our data protection policies. Data collected from the point at which the individual makes the request is held securely and accessed by, and disclosed to, individuals only for the purposes of dealing with the request.

## **Equal Opportunities**

SWFA is committed to being a fair employer and involver of volunteers and a fair service provider. We want a workplace and volunteering environment where everybody has equality of opportunity, and we want equality of treatment for those we provide services and support to or otherwise encounter.

Promoting equality and diversity is an essential part of our mission and values and is key to our effectiveness.

Our Equality, Diversity and Inclusion Policy aims to promote equality and diversity, ensuring that the delivery of our objectives and the demonstration of expected behaviour is the responsibility of all staff, trustees and volunteers within SWFA.

**Thank You**  
**SWFA**