



# **EQUALITY POLICY**

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<http://www.bab.org.uk>



# BRITISH AIKIDO BOARD

## EQUALITY POLICY

### Policy Statement

In accordance with BAB Constitution the British Aikido Board's Equality Policy is mandatory for all Member Associations, including their clubs and individual members.

### Statement of Intent

The British Aikido Board has a desire and a duty to provide services fairly and without discrimination. The BAB is fully committed to the principles of equality of opportunity and will devote energy and resources to the achievement of this aim. The BAB is responsible for ensuring that no participant, volunteer, or member of an Association receives less favourable treatment on the grounds of age, gender, disability, ethnic origin, race, colour, parental or marital status, social or class background, nationality, religious belief or sexual preference or political belief.

### Purpose of the policy

The BAB wishes to ensure that all sectors of the community have the opportunity to participate in aikido. This policy has been produced to prevent/tackle any potential/current or other unfair treatment, whether intentional or unintentional, direct or indirect, against its members, employees/officers and volunteers.

### Legal responsibilities

The BAB is required by law not to discriminate against employees (present or future), members and volunteers and recognises its legal obligation under the following acts (as amended):

- ◀ Equal Pay Act 1970
- ◀ Rehabilitation of Offenders Act 1974
- ◀ Sex Discrimination Acts 1975, 1986 & 1999
- ◀ Race Relations Act 1976 and the Race Relations Amendment Act 2000
- ◀ Disability Discrimination Act 1995
- ◀ Human Rights Act 1998
- ◀ Children Act 1998
- ◀ Employment Equality (Sexual Orientation) Regulations 2003
- ◀ Employment Equality (Religion and Belief) Regulations 2003
- ◀ Gender Recognition Act 2004
- ◀ Civil Partnership Act 2004
- ◀ Employment Equality (Age) Regulations 2006
- ◀ Any relevant Home Country specific legislation that the Association needs to abide by

The BAB will seek, as necessary, legal advice each time the policy is reviewed to ensure it continues to comply with all legislative requirements.

### Commitment to equality

The BAB will

- ◀ Devise and implement an Equality Action Plan to ensure the intent of this policy is delivered. Consultation with Board Members and Association members will occur when reviewing the Equality Policy and Action Plan.
- ◀ Educate and guide employees, members and volunteers of the BAB on the adoption and implementation of the Equality Plan. The BAB recognises that, in some cases, to achieve the principle of equality, unequal effort is required and, if appropriate, will consider positive action to tackle under-representation.
- ◀ Monitor and evaluate on a regular basis, the BAB's progress in the achievement of the aims and objectives contained within the Equality Plan.
- ◀ Monitor and review the policy, practices, procedures and operational system of the BAB and keep the employees, members and volunteers informed of progress. The BAB regards discrimination as gross misconduct and any member or volunteer who discriminates against any other person will be liable to the appropriate disciplinary action.

### Principles

The BAB's Equality Policy is based upon a number of principles:

- ◀ All individuals have the right to participate in and enjoy aikido.
- ◀ All personnel involved in aikido are responsible for creating an open and friendly environment for anyone wishing to participate in the sport.
- ◀ Discriminatory behaviour will not be tolerated within aikido.
- ◀ All allegations and incidents of discrimination or other such unfair treatment will be taken seriously and responded to swiftly in accordance with the BAB's policies and procedures.

### Discrimination, harassment and victimisation

Discrimination can take the following forms:

- ◀ **Direct Discrimination.** This means treating someone less favourably than you would treat others in the same circumstances (e.g. on the grounds of sex or race).
- ◀ **Indirect Discrimination.** This means applying a requirement or condition which, whether intentional or not, adversely affects one group rather than the other. When decisions are made about an individual, the only personal characteristics taken into account will be those which, as well as being consistent with relevant legislation, are necessary to the proper performance of the work or activity involved.
- ◀ **Harassment.** This is described as inappropriate actions, behaviour, comments or physical contact that is objectionable or causes offence to the recipient. It may be directed towards people because of their gender, appearance, race, colour, ethnic origin, nationality, age, sexual preference, a disability or some other characteristic. The

BAB is committed to ensuring that its, members, participants and volunteers are able to conduct their activities free from harassment or intimidation.

- ◀ **Victimisation.** This is defined as when someone is treated less favourably than others because he or she has taken action against the BAB under one of the relevant Acts/regulations (*as previously outlined*) or provided information about discrimination, harassment or inappropriate behaviour. The BAB regards discrimination, harassment or victimisation, as described above, as serious misconduct and any employee, Member Association, Officer, volunteer or member who discriminates against, harasses or victimises any other person will be liable to appropriate disciplinary action.

### Responsibility, implementation and communication

The Board Members are responsible for ensuring that this Equality Policy is followed and dealing with any actual or potential breaches. The Chairman of the Board has the overall responsibility for the implementation of the Equality Policy. All volunteers and members have responsibilities to respect, act in accordance with and thereby support and promote the spirit and intentions of the policy and, where appropriate, individual work programmes should be amended to include equality related tasks. The policy will be implemented immediately following ratification by the Board.

A copy of this document will be available to all Associations, members and volunteers of the BAB. The BAB will take measures to ensure that its roles within the organisation are non-discriminatory. No applicant for any role will be placed at a disadvantage by requirements or conditions which are not necessary to the performance of the role or which constitute unfair discrimination. A planned approach will be adopted to eliminate barriers, which discriminate. The BAB will also ensure that consultants and advisers used by the BAB can demonstrate their commitment to the principles and practice of equality and that they abide by this policy.

The policy will be communicated in the following ways:

- ◀ It will be deemed to be part of the Constitution.
- ◀ It will be covered in all staff and volunteer induction training
- ◀ It will be included in the formal Coaching syllabus
- ◀ All Associations, Officers and members will be made aware of the policy's existence when they join.
- ◀ It will be available on the Web site [www.bab.org.uk](http://www.bab.org.uk)
- ◀ At time of review, a mechanism will be put in place to allow all Associations, Officers, members and volunteers to be part of the process.

### Monitoring and evaluation

Once approved, the policy will apply for three years before a formal review takes place, unless any proposal to the Board, or legislative change, requires an interim review and/or amendment. The Chairman of the Board and the Vice Chairman, on a yearly basis, will review the Equality Action Plan, to ensure the intent of the policy is delivered.

### Exemptions

The BAB reserves the right to limit competition or participation on health grounds to persons of a specific age, gender and/or ability group, where it is both appropriate and necessary to ensure equitably safe competition and/or practice.

## **Disciplinary and grievance procedures**

To safeguard individual rights under the policy, an Association, Officer, volunteer or member who believes he/she has suffered inequitable treatment within the scope of the policy may raise the matter through the appropriate grievance procedure. Appropriate disciplinary action will be taken against any Association, Officer, volunteer or member who violates the BAB's Equality Policy. An individual may raise any grievance and no Association, Officer, volunteer or member will be penalised for doing so unless it is untrue and not made in good faith. As with all grievance procedures, the final point of appeal relating to this policy is the Board's Appeals Committee.

## **Equity policy**

As part of the Board's commitment to equity and ethics, the BAB is working to the document "Achieving Racial Equality – A Standard for Sport" (see **Appendix 1** attached) and will release a Code of Ethics which will give membership guidance and templates in this area.

The BAB also actively promotes equity and ethics via Clubmark, which has a section dedicated to equity and ethics (also known as "*knowing and understanding your community*").

## **Appendix:**

1. Achieving Racial Equality – A Standard for Sport (A Synopsis)

## APPENDIX 1

### **ACHIEVING RACIAL EQUALITY – A STANDARD FOR SPORT (A SYNOPSIS)**

#### **Introduction**

*Achieving Racial Equality: A standard for sport* is a tool for national governing bodies and sports organisations to help them plan, develop and achieve racial equality in their sport and in their organisation. As with other similar tools, the standard can be used to evaluate progress, set levels of achievement and plan improvements.

*Achieving Racial Equality: A standard for sport* has been produced by Sporting Equals, in partnership with its joint funding bodies, Sport England and the Commission for Racial Equality (CRE), and in consultation with over 150 governing bodies and sports organisations. Participating governing bodies and sports organisations are expected to meet three achievement levels – Preliminary, Intermediate and Advanced – in order to reach the standard for racial equality in sport. All three levels are recognised by Sporting Equals as significant accomplishments in their own right. Participating governing bodies and sports organisations will need to be able to:

- ◀ Provide evidence that they have met all the objectives in each section of the standard
- ◀ Measure the outcomes of policies and equity action plans.

#### **The case for racial equality in sport**

Ethnic minority communities have found it difficult to obtain access to opportunities, services and life chances in many areas of social, political and economic life. They tend to be poorly represented at decision making levels and find themselves excluded from various sports facilities. As a society, we now recognise that racism and discrimination, in all their forms – direct and indirect, institutional and individual, overt and subtle – may, in part, be the reason for this. The Stephen Lawrence Inquiry Report defines institutional racism as: The collective failure of an organisation to provide an appropriate and professional service to people because of their colour, culture or ethnic origin.

There are three levels of achievement including:

Preliminary level. The governing body or sports organisation will have demonstrated its commitment to racial equality by producing a written policy and an equity action plan that will be monitored; this may be within an overall sport equity plan. The governing body or organisation will have also assessed its current participation base, and developed a basic complaints procedure.

Intermediate level. The governing body or sports organisation will have demonstrated clear improvements in its services as a result of monitoring, consulted ethnic minority communities, and implemented its equity action plan.

Advanced level. The governing body or sports organisation will have evidence of best practice in the way it monitors and provides services and opportunities to ethnic minority communities.

### Action

The three areas of action are:

Commitment, policy and planning. The governing body or sports organisation will demonstrate its commitment to promoting racial equality in sport by producing a written policy and developing a robust equity action plan.

Participation and public image. The governing body or sports organisation will make every effort to increase the number of ethnic minority participants and employees in all areas of its sport, for example as members, coaches, officials, players and employees at all levels. The governing body or organisation will also take steps to promote a positive and inclusive public image.

Administration and management. The governing body or sports organisation will set up procedures to tackle racial discrimination and inequality, for example by developing a complaints procedure. It will also seek to improve representation of people from ethnic minorities in the fields of governance, administration and management.

Evaluation is based on gathering evidence that the governing body or sports organisation has achieved the outcomes identified for all the objectives at each level, and sending this to Sporting Equals or Sport England for verification.

### Expectations, achievement and timescales

To achieve the standard the BAB must:

- ◀ Make a clear public commitment to achieve racial equality
- ◀ Develop a written statement or policy on racial equality which reflects the aims and objectives of the organisation.
- ◀ Develop racial equality action plans or objectives within existing strategies and set appropriate racial equality targets.
- ◀ Ensure that all communities are aware of your commitment to racial equality.

In addition it must

- ◀ Collect information about the age, sex, disability and ethnic origin of people who take part in your sport.
- ◀ Analyse the data and calculate participation rates, by age, sex, disability and ethnic origin, in order to obtain a profile of your organisation.
- ◀ Develop a complaints and disciplinary procedure, with either a nominated officer or sub-committee taking lead responsibility
- ◀ Collect positive images of racial equality in your sport, and in your organisation, as well as examples of good racial equality practice

### Evidence

- ◀ Sign up to the Racial Equality Charter for Sport
- ◀ Written statement
- ◀ Equity action plan and quantifiable targets
- ◀ Promotional/ publicity material
- ◀ Audit exercise
- ◀ Audit exercise Complaints/disciplinary procedure
- ◀ Promotional/ publicity material