



GARSINGTON OPERA
AT WORMSLEY

**EQUALITY, DIVERSITY,
INCLUSION AND DIGNITY AT
WORK POLICY**

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Introduction

Garsington Opera is an inclusive employer, committed to providing a safe and respectful working environment and equal opportunities throughout employment including in the recruitment, training and development of the workforce, to welcoming difference and being representative of the various communities we serve, and to eliminating unlawful discrimination

As a provider of goods and/or services and/or facilities, Garsington Opera also prohibits unlawful discrimination against patrons or the public.

Purpose

The purpose of this policy is to:

- promote equality, fairness and respect for all in our employ, whether temporary, part-time or full-time, and working for Garsington Opera in whatever capacity (including but not limited to administrative staff, technical crew, creative artists and seasonal staff);
- safeguard against unlawful discrimination in line with the Equality Act 2010's "protected characteristics" of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex and sexual orientation;
- oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities.

Unlawful discrimination

Unlawful discrimination takes many forms:

Direct Discrimination means treating a person less favourably because of a protected characteristic. An example would be the rejection of a job candidate because she is pregnant, or holds a particular religious belief,

Indirect Discrimination is the application of a provision, criterion or practice to all employees, but which adversely impacts those with a protected characteristic to a greater extent than others, and which is not objectively justifiable. An example might be a requirement that all staff be in the office full-time, which cannot be justified by business need and which adversely affects those with primary child-caring responsibilities (more often women than men).

Harassment is unwanted conduct (which may be of a sexual nature, or which may relate to other protected characteristics) that has the purpose or effect of violating the recipient's dignity or creating an intimidating, hostile or degrading environment.

Victimisation is retaliatory action taken against a colleague who has complained of discrimination or harassment, or supported another person's complaint of discrimination or harassment.

Commitment

Garsington Opera commits to:

- Promote equality, diversity and inclusion in the workplace as they are good practice and make business sense.
- Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all members of the workforce are recognised and valued.

This commitment includes training managers and all other employees about their rights and responsibilities under the equality, diversity and inclusion policy. Responsibilities include staff conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.

All staff should understand that they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public.

Pursuant to our on-going compliance efforts, Garsington Opera commits as follows:

- Complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities will be taken seriously. Garsington Opera's grievance procedures outline the process to be followed where staff wish to express concerns or raise complaints.

Such acts will be investigated and may be dealt with as a misconduct issue under Garsington Opera's disciplinary procedures. Serious complaints could amount to gross misconduct and lead to dismissal without notice.

- Opportunities for training, development and progress are made available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the safety and efficiency of Garsington Opera.
- Decisions concerning staff promotion, work assignment, pay and opportunities will be based on merit and experience, ensuring that casting policies (including talent scouting and the allocation of auditions) are proactively geared to encourage diversity on our stage.
- Where appropriate, we will monitor the diversity of our workforce with regard to age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and compare this to the aims and commitments set out in the equality, diversity and inclusion policy.

Monitoring may also include assessing how the Equality, Diversity and Inclusion policy, and any supporting action plan, is working in practice, reviewing annually, considering and taking action to address any issues.

The Equality, Diversity and Inclusion policy is fully supported by Senior Management and has been agreed with employee representatives. Details of the organisation's grievance and disciplinary policies and procedures can be found in the Staff Handbook.