



EQUAL OPPORTUNITIES POLICY

STATEMENT

Dancemind demonstrates its commitment to equal opportunities in every area of its business. Dancemind undertakes to ensure that no individual connected to or served by Dancemind, irrespective of origin, age, gender or ability, receives more or less favourable treatment than another.

Dancemind recognises that many people suffer discrimination and accepts a responsibility to work towards eliminating such discrimination. We will take positive action to ensure that the policy is promoted successfully and consistently throughout every area of our work. An appropriate system for monitoring and evaluation will be maintained in order to ensure its effectiveness.

DEFINITIONS

The law defines Equal Opportunities in The Equal Pay Act 1970, Sex Discrimination Act 1975, Race Relations Act 1976 and the Disability Discrimination Act 1995. Recommendations from these acts have been applied when writing this policy.

When referring to Dancemind staff this includes: artists, administrative staff, company dancers/teachers, contracted freelance teachers and volunteers.

PROCEDURE

Dancemind aims to ensure equality of opportunity in the recruitment and terms of engagement of artists, staff, freelancers, volunteers and participants, to include:

- Job descriptions, advertising, selection and induction.
- Appraisal, grievance and disciplinary procedures.
- Training and professional development.

Dancemind staff (teachers, dancers and other collaborators) are initially selected by audition by interview. Applicants will be invited to interview according to their ability to answer why they have applied for the post, previous experience and training. Each person is selected for their specialist skill and knowledge.

PARTICIPATION

Dancemind has an education and health strand that is truly inclusive; that understands, appreciates and values the diversity of each individual and incorporates measures that make people feel valued and able to participate and achieve their full potential. Dancemind's health and education work encompass workshops, intensives, weekly classes, residencies any other form of participation or learning (herein referred to as workshops). Workshop leaders will endeavour to communicate clearly and actively create a positive, inclusive atmosphere, based on respect for people's differences and show commitment to challenging and preventing discrimination.

Dancemind aims to ensure that workshop design and delivery are informed by best practice, that a developed and co-ordinated provision for quality learning and health benefits in terms of location and workshop times maximises the possibilities for participation. This best practice will increase the



company's profile in the region and nationally, in turn allowing Dancemind to reach a wider number of participants.

POLICY STATEMENTS

Equal opportunities

Dancemind will ensure equal opportunities for all artists, employees, job applicants, students, clients and customers irrespective of race, nationality, gender, marital status, sexual orientation, disability, physical characteristics, health, religion, belief, socio-economic background, parental status or age (subject to student age groupings and retirement conventions).

Racial equality

Dancemind will ensure equal opportunities for all employees, job applicants, students, clients and customers irrespective of race, colour, nationality, or ethnic origin. Dancemind values a diverse customer base and the individuality and creativity that every employee potentially brings to the workforce.

Harassment

Dancemind is committed to promoting a good and harmonious working environment where every employee is treated with respect and dignity. No one should feel threatened intimidated or degraded on the grounds of race, nationality, gender, marital status, sexual orientation, disability, physical characteristics, health, religion, belief, socio-economic background, parental status or age. This policy also covers harassment that falls outside the above categories and that can be classed as bullying.

ACCESS TO POLICY

This policy will be made available to all artists, employees and job applicants through being included in induction material and application packs. Current and prospective students and funders will also be informed and sent copies if requested. The policy is available on request through Dancemind's website.

ASSESSMENT AND MONITORING OF POLICY

Dancemind will review and update the policy to ensure it is in line with UK legislation. The effectiveness of this policy will be reviewed and in consultation with its board of directors and amended where appropriate.

ALLEGATIONS INVOLVING MEMBERS OF STAFF

Any proven allegation of misconduct may result in the dismissal of the member of staff or appropriate alternative disciplinary action.

ALLEGATIONS REPORTED BY MEMBERS OF STAFF

All allegations made by staff will be treated with the highest level of discretion and where appropriate an impartial third party will be invited to assess allegations. Company procedure of one verbal warning and two written warnings before dismissal (unless in the case of gross misconduct) will be followed to ensure allegations are dealt with fairly, the final decision resting with two members of the committee one of whom will be the chair.



COMPLAINTS

Employees or clients who believe that they have suffered any form of discrimination, harassment or victimisation are entitled to raise the matter through a meeting with the Director & or Dancemind committee. All complaints will be dealt with seriously, promptly & confidentially. In addition to our internal procedures, employees & clients have the right to pursue complaints of discrimination to an industrial tribunal. Employees & clients wishing to make a complaint to a tribunal would be required to raise their complaint to the Directors & committee first. Every effort will be made to ensure that employees who make complaints will not be victimised. Any complaint of victimisation will result in disciplinary action & may warrant dismissal.

This policy is agreed by Dancemind Managing Committee;

Chair: Jo Dacombe

Signed:

A handwritten signature in black ink, appearing to read "Jo Dacombe".

Date: 9 March 2020

Secretary: Lucy Knight

Signed:

A handwritten signature in black ink, appearing to read "L. J. Knight".

Date: 9 March 2020

Treasurer: Tina Heeley

Signed:

A handwritten signature in black ink, appearing to read "Tina Heeley".

Date: 9 March 2020