

Policy Document

Equality, Diversity & Inclusion Commitment

Equality, Diversity & Inclusion Statement

All individuals, regardless of their culture, perspectives and lived experience are at the heart and ethos of Newcastle u3a.

Newcastle u3a, a part of a national organisation, is a learning co-operative and membership charity which enables members in their third age to share educational, creative and leisure activities.

Members of Newcastle u3a draw upon their knowledge, skills and experience to teach and learn from each other (peer to peer learning).

Newcastle u3a recognises that some people are particularly likely to experience discrimination and harassment but are committed to making sure that our u3a is as inclusive and welcoming as possible.

Newcastle u3a works within the spirit and the practice of the **Equality Act 2010** by promoting a culture of respect and dignity and actively challenging discrimination, should it arise.

Jane Anderson - Secretary

Date

Terry Kirkham - Chairman

Date

Date this Policy was adopted: 1st May 2024

Equality, Diversity & Inclusion Policy

This policy has been drawn up to comply with the Equality Act 2010. The Act stipulates that organisations cannot treat someone unfairly on the basis of what it calls ‘protected characteristics’, which includes but is not limited to:

- Age
- Disability
- Gender Reassignment
- Pregnancy and Maternity
- Marriage and Civil Partnership
- Race, Religion or Belief
- Sex and Sexual Orientation

Newcastle u3a will strive to ensure that members **do not** experience discrimination on the basis of their protected characteristics. This will include ensuring equal access to groups and behaviour between Members and by Newcastle u3a Committee Members and Group Leaders.

The Equality Act highlights that organisations need to consider what **reasonable adjustments** can be made in order to accommodate those who may have particular needs. Newcastle u3a Committee will review the reasonable adjustments needed for both members and individual members with particular needs on an ongoing basis.

Where necessary, the Committee will seek the guidance and additional support from the u3a Plus Sub-Committee and/or the National Office.

When does this policy apply?

This policy applies to conduct in Pink Lane and Brunswick and also to conduct outside of these spaces that is related to Newcastle u3a (i.e. at meetings, social events and social interactions with members).

Practical approaches to inclusion

Newcastle u3a will make sure all new members are aware of our policies and procedures in relation to equality, diversity, inclusion and accessibility as well as the Member Code of Conduct.

Newcastle u3a will make reasonable adjustments and take practical steps to ensure a wide range of people can participate in our activities and meetings.

This may include:

- Consideration given to the time of day of meetings and their location.
- Consideration of venues for meetings including but not limited to:
 - Accessible to wheelchair users
 - Access to PA system and a hearing loop
 - Disabled toilet facilities available
- Publicity:
 - Using a variety of methods and platforms to communicate externally and raise the profile of Newcastle u3a.
 - Making communications available to those who don't have access to the internet.
- Recruiting new members:
 - Creating outreach sessions and contacting agencies working with community groups who may be harder to reach.
 - Encouraging members who are representative of the groups who are underrepresented within the u3a, i.e. men or younger members to assist with the recruitment process.

- **Monitoring:**

- Newcastle u3a will monitor member numbers, i.e. the numbers of members who join, re-join and leave each year in order to identify any trends in membership.
- Newcastle u3a committee will review the diversity of the membership on an ongoing basis and will seek to ensure that the u3a remains attractive and accessible to everybody.

- **Tasks and Roles:**

- Newcastle u3a will ensure that a range of people get their voices heard by encouraging more members to take on roles such as leading groups, or becoming committee members.
- Newcastle u3a will appoint an Accessibility Officer whose role it will be to ensure that both new and existing members can access the members meetings and groups that they would like to join and consider what reasonable adjustments may be needed to ensure this.
- The Groups Coordinator will ensure that new Group Leaders are made aware of issues in relation to accessibility and what steps they may need to take in meeting access requirements. Each group will be reviewed on an individual basis as certain groups may require a certain level of fitness or mobility and members need to be made aware of this in advance.
- Newcastle u3a will offer induction and training around equality, diversity and inclusion to Committee Members and Group Leaders on an ongoing basis.

Code of Conduct

Newcastle u3a has a member code of conduct. The code of conduct outlines that members should abide by the u3a's policies and procedures as well as treating each other with dignity and respect. This would include not acting in a way that would be deemed discriminatory or offensive.

Dealing with Discrimination and Harassment

Where Newcastle u3a Committee become aware of any discriminatory practice or harassment, the committee will seek to address this through consultation with all parties concerned and, where necessary, through invoking formal procedures.

If any member of Newcastle u3a feels they have experienced or witnessed discriminatory behaviour or harassment, this should be reported to the Committee as soon as is practically possible.

Any matters of concern will be reviewed by the Committee and a decision will be made, in line with the u3a's constitution and formal procedures, as to what steps will be taken to address the issue.

Definitions

Equality is about ensuring that every individual has an equal opportunity to make the most of their lives and talents and believing that no one should have poorer life chances because of where, when or whom they were born, or because of other characteristics.

Promoting Equality is about behaving in a way that tackles inequalities, aiming to ensure that all members are treated fairly, and do not experience discrimination.

Promoting Diversity is about recognising that everyone is different and creating an environment that values members and ensuring that Newcastle u3a is as accessible as possible to different groups within the community.

Inclusion is about positively striving to meet the needs of different people and taking practical steps to ensure members feel respected.

Direct Discrimination is when a person is treated less favourably because of their **protected characteristics** .

Associative Discrimination is direct discrimination against someone because they associate with another person who possesses a protected characteristic. For example, an member is discriminated against because his/her family member is disabled.

Perceptive discrimination is direct discrimination against an individual because others think they possess a particular protected characteristic. For example, where members believe the individual is LGBTQIA+. It applies even if the person does not actually possess that characteristic.

LGBTQIA+ is an abbreviation for Lesbian, Gay, Bisexual, Transgender, Queer, Intersex and Asexual. The additional + stands for all the other identities not encompassed in the short acronym.

Indirect Discrimination occurs when an unjustifiable requirement or condition is applied, which appears to be the same for all, but which has a disproportionate, adverse effect on one group of members.

Harassment is unwanted conduct related to **protected characteristics** that has the purpose or effect of violating a members dignity, or creating an intimidating, hostile, degrading, humiliating or offensive environment.


Harassment is also unwanted conduct of a sexual nature which has that same purpose or effect.

Victimisation occurs when a member is treated less favourably than others in the same circumstances because he or she has made a complaint or an

allegation of discrimination, harassment or bullying or given information regarding such a complaint or allegation.

This policy was adopted on: 1st May 2024

Review date:

	Document Newcastle u3a Equality, Diversity & Inclusion Policy (EDI-001)	
Version	Description of Changes	Date of Implementation
1.0	Policy implementation	1st May 2024