

**Chester FC Community Trust**



**COMMUNITY  
TRUST**

**Equality, Diversity & Inclusion Policy**

**Reviewed: March 2024**

**Date of Next Review: August 2024**

## **Policy Statement**

This policy is approved and supported by the Trustee Board of Chester FC Community Trust while the CEO is responsible for the day-to-day implementation of this policy with support from any appointed EDI Champions.

Chester FC Community Trust is committed to developing, maintaining and supporting a culture of equality, diversity, inclusion and respect in which staff and visitors will endeavour to ensure that everyone who wishes to be involved in the club whether as players, including those from other clubs, matchday fans both home and away, staff, board members, participants on our programmes and other people engaged with the club's activities, are treated equally, and where they can realise their potential whatever their age, disability, gender identity, marriage and civil partnership status, pregnancy and maternity, race, religion or belief or non-belief, sex, sexual orientation, social or economic class, employment status, or any other criteria that cannot be shown to be properly justifiable.

Equality of opportunity and inclusivity is fundamental to the vision and values of the Chester FC Community Trust. The principles of equality and diversity are central to our work and are supported by appropriate working practices, policies and procedures.

Chester FC Community Trust recognises and celebrates that our staff are our greatest asset and is proud to create and maintain an environment where all members of the Chester FC community should expect to be able to excel, to be respected and valued for their contributions and opinions.

### **Aims of the Policy**

The overall aim of the policy is to ensure that throughout their employment or involvement, all employees or volunteers of the Chester FC Community Trust are treated with respect, equally and fairly. This policy operates in accordance with the Recruitment Policy with respect to job applicants.

Chester FC Community Trust will ensure that its policies, procedures and practices comply with current legislation. Chester FC Community Trust will review this policy on an annual basis as well as when new legislation is introduced.

### **Scope & Purpose of the Policy**

This policy applies to all staff of Chester FC Community Trust in relation to both individual and collective activities and dealings with others in the organisation, including all visitors. The purpose is to:

Provide equality, fairness and respect to all.

- Not unlawfully discriminate on the grounds of the protected characteristics.
- Oppose and avoid all forms of unlawful discrimination. This includes but is not limited to 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
- Support a positive culture for working which allows freedom of expression, and within levels of respect for the rights of everyone.
- Promote an inclusive environment where all individuals are treated with dignity and respect, free from harassment, abuse, discrimination & bullying.
- Ensure that occurrences of harassment, abuse, discrimination & bullying are taken seriously, and dealt with promptly and with sensitivity.
- Set out a framework for raising, addressing and resolving concerns about individual and/or organisational behaviour.

## Responsibility

All members of staff are responsible for supporting the aims and objectives of the policy at all times.

## Equality: protected characteristics

Age	Chester FC Community Trust celebrates and values the diversity of staff of all ages and aims to ensure that all members of staff and visitors are treated fairly and with dignity and respect.
Disability	Chester FC Community Trust will ensure that it takes an active approach to assisting staff and visitors who are disabled with access to appropriate areas on a match day and non-match day
Gender Identity	Chester FC Community Trust celebrates and values the diversity of its staff and visitors and aims to ensure that all transgender members of staff and visitors are treated fairly and with dignity and respect.
Marriage and civil partnership	Chester FC Community Trust aims to ensure that all members of staff and visitors are treated fairly and with dignity and respect whether they are married, in a civil partnership or single
Pregnancy and maternity	Chester FC Community Trust aims to provide an environment where members of staff and visitors are supported and treated fairly and with dignity and respect during pregnancy and maternity and while breastfeeding
Race	Chester FC Community Trust is committed to race equality for staff, partners, supporters, customers and all other institutions and individuals with which it has links and contacts

Sex (Gender)	Chester FC Community Trust supports gender equality and pay equality for any employees undertaking identical jobs; they will be paid at the same rate regardless of their gender.
Sexual Orientation	Chester FC Community Trust celebrates and values the diversity of its staff and visitors and aims to ensure that all lesbian, gay and bisexual members of staff and visitors are treated fairly and with dignity and respect.

Chester FC Community Trust is committed to race equality for staff, partners, supporters, customers and all other institutions and individuals with which it has links and contacts

## Discrimination

Forms of discrimination and discriminatory behaviour include the following:

Bullying	Bullying is defined as a form of personal harassment involving the misuse of power, influence or position to persistently criticise, humiliate or undermine another person.
Direct discrimination	Direct discrimination is less favourable treatment on the grounds of a protected characteristics
Discrimination arising from disability	Unfavourable treatment due to something connected to a disability which cannot be justified, is unlawful. This type of discrimination only relates to disability.
Harassment	Harassment is defined as unwanted conduct relating to a protected characteristic that has the purpose or effect of violating a person's dignity, or which creates an intimidating or hostile, degrading, humiliating or offensive environment for that person
Indirect discrimination	Indirect discrimination occurs when a provision, criterion or practice is applied to an individual or group that would put persons of a particular characteristic at a particular disadvantage compared with other persons
Victimisation	It is unlawful to treat a person less favourably because he or she has made allegations or brought proceedings under the antidiscrimination legislation, or because they have helped another person to do so. To do so would be considered victimisation.

## Harassment and Bullying

All members of Chester FC Community Trust have a crucial role to play in creating an environment where harassment and bullying is unacceptable.

Anyone who feels they are experiencing harassment or bullying in any form can contact their Coach, Line Manager, or the Designated Safeguarding Officer who will provide a first point of contact. If the person feels that they are not being taken seriously they can seek the advice and assistance from a member of the Senior Leadership Team, including the CEO, unless the complaint relates to one of these people, in which case, contact should be made with the Chair of Trustees.

If required, a formal complaint can be made using the in accordance with the Chester FC Community Trust grievance procedure.

## **Victimisation**

Chester FC Community Trust will ensure that anyone bringing a complaint under this policy will not be victimised for doing so. That said, where a complaint is made maliciously and/or on knowingly false information, the complainant may be subject to the Disciplinary Procedure.

## **Unacceptable Behaviour**

Chester FC Community Trust expects everyone to treat others with dignity and respect and regards bullying, harassment or discrimination as unacceptable behaviour.

Chester FC Community Trust will respond promptly and sensitively to any formal complaints, and where appropriate, take disciplinary action.

Examples of unacceptable behaviours in the workplace or at any delivery venue can include, but is not limited to:

- Intimidating or threatening behaviour, or language
- Unwelcome attention or advances of a sexual nature
- Disparaging, ridiculing or insulting behaviour, language or gestures
- Unwelcome physical contact ranging from unnecessary touching to serious assault
- Inappropriate communication or any display of offensive material
- Isolation, non-cooperation, or deliberate exclusion of an individual from a work situation (including social events)
- Undermining of an individual through unfair work allocation or persistent unjustified criticism

## **Responsibilities**

### **Individuals**

All members of Chester FC Community Trust have a responsibility to:

- Demonstrate respect and integrity in all interactions with individuals and groups.

- Work and study collaboratively, collegially and effectively in teams within and across organisational units.
- Identify and challenge unacceptable behaviour when it occurs, even if it is not directed at ourselves.
- In a positive and contrastive way, address and resolve matters internally where possible.
- Raise more serious concerns with relevant Chester FC Community Trust senior leadership team staff and participate positively in approaches to resolve them.
- Modify behaviour to become aware of unacceptable behaviour in relation to this policy, even if no complaint is made.

## **Managers**

In addition, anyone managing staff and others with responsibility have:

- A responsibility to lead in promoting a culture of dignity and respect.
- Be a first point of contact for any staff member raising a concern.
- A duty to take timely, relevant action to resolve concerns.

## **Organisation**

Expectations of Chester FC Community Trust as an employer will be to ensure:

- It fosters a positive culture which permits freedom of thought and expression within a framework of mutual respect.
- It treats staff with openness, respect and dignity at all times.
- Complaints of harassment, bullying or discrimination are treated seriously and with discretion.
- All staff feel safe and are listened to when raising concerns.
- Malicious or vexatious allegations are dealt with in line with Chester FC Community Trust disciplinary procedures.

## **Resolution**

Staff are encouraged, where possible, to resolve any concerns informally. Staff may wish to seek advice and support from a manager, member of the Senior Leadership Team or a trustee. Additionally, staff can access advice and support if they believe they have identified or been accused of behaviour contrary to this policy

## **Options for Employees**

Where an employee identifies a potential breach of this policy, there are a number of ways they may wish to approach the matter in an attempt to reach a satisfactory resolution.

Individual Action	Where an employee believes they are being subjected to treatment which is in breach of
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	<p>this policy, they should seek to address this at the earliest possible stage. Where they feel able to, the employee should make clear to the person causing the offence that such behaviour is unacceptable to them. In many instances, this will be sufficient to bring an end to the behaviour.</p>
<p>Seeking Formal Assistance</p>	<p>If the employee does not feel able to resolve the matter themselves at an early stage, they may wish to seek advice and support from a manager via Chester FC Community Trust Grievance Policy.</p>
<p>Reporting concerns to Police</p>	<p>Where an employee identifies a breach of this policy which constitutes a criminal offence or an immediate threat to safety, they should report the matter to the Police. Individuals should also inform Chester FC Community Trust through the relevant internal route set out in this policy, so that appropriate steps can be taken, and a required level of support provided.</p>

**Monitoring**

Chester FC Community Trust will monitor and review its performance on promoting equality and diversity, and the effectiveness of this policy and associated procedures on an ongoing basis, but as a minimum on an annual basis.

Chester FC Community Trust will provide training for all staff on equality, diversity and inclusion. The Board of Trustees will monitor the effectiveness of this Policy.