

Deep Roots Tall Trees

Equality and Diversity Policy

Deep Roots Tall Trees (DRTT) is committed to encouraging equality and diversity among our workforce and eliminating unlawful discrimination.

The aim is for our workforce to be truly representative of all sections of society and our customers, and for each worker to feel respected and able to give their best.

The organisation - in providing its services is also committed against unlawful discrimination of our beneficiaries or the public.

The policy's purpose is to:

- provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time, salaried or freelance contractor.
- not unlawfully discriminate because of the Equality Act 2010 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 (gender) 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.

The organisation commits to:

- encourage equality and diversity 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 staff are recognised and valued.

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

All workers should understand they, as well as their organisation and Board of Trustees, 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.

- take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow workers, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.

Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, and any appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

- make opportunities for training, development and progress available to all workers, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
- decisions concerning workers being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
- review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.
- monitor the make-up of the workforce regarding information such as age, gender, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality and diversity, and in meeting the aims and commitments set out in the equality and diversity policy

Monitoring will also include assessing how the equality policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

The equality and diversity policy is fully supported by senior management and the Board of Trustees and has been agreed or by employee representatives.

Workers can find details of the organisation's policies and procedures on our secure Microsoft 365 cloud storage servers. This includes details of whom an employee should raise a grievance with which will typically be the Artistic Director.

Use of the organisation's grievance and/or disciplinary procedures does not affect a worker's right to make a claim to an employment tribunal within three months of the alleged discrimination.

Living Document

Important note. This is a living document and the definitive version is on the DRTT OneDrive system. Updates and amendments should be expected. The Policy will be reviewed on a biennial basis, or to reflect updates in legislation. This Policy is next due for renewal in February 2025.

This version was reviewed in February 2023.