

# Policy for Equality of Opportunity

## POLICY STATEMENT

The DJ School Association is committed to equality of opportunity for all.

The DJ School Association is committed to taking positive action where appropriate and practicable to promote such equality of opportunity and, where necessary, to institute measures to combat disproportionate under-representation of minority groups within the organisation's composition and/or activities.

The DJ School Association will monitor recruitment, employment and promotion, associations and partnerships, advertising, audiences, productions and other activities where practicable.

This policy applies to all staff whether full-time, part-time or fixed-term contract employees. All staff are to be made aware of this policy.

Furthermore, The DJ School Association believes diversity to be a benefit to all and good for business and will therefore seek wherever possible and practicable to engage with those agencies, bodies and organisations that are demonstrably of like mind.

Reviews and revisions of this policy shall be conducted as and when necessary and particularly where future circumstance demands or complaints or monitoring show a need. The time between reviews shall not in any event exceed **three** years.

## DEFINITION

It shall be deemed to be a breach of this policy if action, behaviour, determination or speech can be shown inappropriately to take into account or make reference to:

- age
- colour
- creed or religion
- disability
- economic or social status
- ethnic or national origin
- gender
- marital status
- race
- sexual orientation

Any such shall constitute unfair discrimination.

Discrimination may be:

- Direct –where rules, requirements or conditions can be shown to apply unequally to a person(s) as a result of any of the above characteristics and such rules, requirements or conditions cannot be objectively justified. It is also direct discrimination where a person is treated less favourably than others are, or would be, in the same or similar circumstances and such treatment is determined to be as a result of any of the above characteristics.
- Indirect – where rules, requirements or conditions apply equally to everyone but can be shown to be disadvantageous to a person(s) as a result of any of the above characteristics and such rules, requirements or conditions cannot be objectively justified. This applies whether the application is intentional or not.

## **INDUCTION**

Basic equal opportunities training should be included in the initial stages of each employee's term of employment. They should be informed and where necessary the details and philosophy behind this policy should be explained to them. In the case of those already in post, such training shall be made available at the earliest convenient opportunity. It shall be the responsibility of the Head Of School and Schools Co-ordinator to ensure this training takes place. Where appropriate, e.g. if the requirements of a particular post such as outreach work dictates, or for senior members of staff with wider responsibilities, further more in-depth training may be instituted.

## **ACCESS**

Equality of access to the company, its facilities, services and its work is acknowledged to be of vital importance. Accordingly The DJ School Association will monitor its operations regularly and seek to ensure effective equality of access in all these areas. In management terms, ultimate responsibility for this shall rest with the Head Of School and the Board, but day-to-day responsibility may reasonably be devolved such as the exigencies of the operation of the schools demands.

The means of ensuring equality of access shall include but not be limited to:

- Pricing – including concession rates to young people, students, senior citizens, and the unwaged
- Physical access – the building is fully accessible to wheelchair users and has special access toilet facilities. Guide dogs will be permitted into the building. Cultural Fusion will seek to monitor and improve physical access on an on going basis as and where necessary.

Audiences –The DJ School Association will be aware of its duty to provide services for a diverse community and will seek to reflect this in the work it does, the

performers and other artists engaged that work and the audiences it seeks to attract with its marketing and publicity.

Participative work will seek to reflect the diversity of The DJ School Association target users in its content and its recruitment of participants as well as, where directly relevant, its staff.

- The DJ School Association will seek to make its resources available to a diverse range of artists, companies and other members of the community as appropriate

## **MARKETING & PUBLICITY**

Every reasonable effort will be made to ensure The DJ School Association marketing and publicity activities are sensitive to the diversity of the region and audience it serves. To this end the media used and manner of presentation will seek to be diverse. Advertising, whether of its activities and services or job opportunities will, where appropriate and possible, encompass media that is minority ethnic owned and targeted as well as those directly aimed at the disabled community.

## **MONITORING**

Monitoring and maintenance of records shall be the responsibility of the Head Of Schools and Schools Co-ordinator.

## **POSITIVE ACTION**

Both the Sex Discrimination and the Race Relations Acts provide for the taking of certain steps combat the effects of past discrimination. Such measures may be invoked where the number of persons of a gender or ethnic/racial group involved in any particular line of work is disproportionately small in comparison to either all those employed within the organisation or within the geographical area from which the employer normally recruits.

Where appropriate the The DJ School Association may take 'positive action' steps, which may include:

- The provision of training for such disability, gender or racial groups so as to enable them to compete for vacancies and be effective in that line of work
- The encouragement of applications from persons within that disability, gender or racial group within society.

*(It must be noted that the law does not permit discrimination **of any kind** at the point of recruitment or selection.)*

## **RECRUITMENT**

The DJ School Association recruitment will seek to reflect the racial diversity of contemporary Britain, and in particular the regional and age-specific constituency it

serves. The DJ School Association will consider the recruitment process without regard to race or colour.

The DJ School Association will pursue a strategy of integrated recruitment and seek to ensure that it attracts participants from all sections of our society.

The DJ School Association is aware of the impact on its recruitment policy that may be caused by the types of work it commissions or seeks to put on. Accordingly, it will seek to engage with a diverse range of participants and will monitor their responses and reactions as the make-up of those participants ensures that the provision of service is equitable.

Where necessary and practicable, The DJ School Association will take positive steps to redress any imbalance or under-representation of disabled, ethnic or gender groups.

