

# MORISON DUNCAN HALL MANAGEMENT COMMITTEE SCIO SCO51141

## EQUALITY AND DIVERSITY POLICY

### Statement of General Policy

Morison Duncan Hall Management Committee SCIO ("the Committee") is committed to equality of opportunity for all Hall users, volunteers and employees, and the community of Gauldry and district. The committee values diversity and encourages fairness and justice, recognising that discrimination, victimisation and harassment are unlawful and unacceptable. The committee will take action to prevent this occurring and where it does occur will take the agreed and appropriate action.

### Code of Practice

The committee is committed to ensuring that all Hall activities and events are open and welcoming to everybody. We will strive to make our meetings and events accessible to all, including people with disabilities. We will use local training opportunities to help our Committee, volunteers, employees and Hall users better understand how discrimination occurs and how to prevent it. All Hall users, volunteers and employees will have the Equality and Diversity Policy explained to them, and will undertake to comply with and implement this policy. Anyone who has experienced discrimination can make complaints to the chairperson who is available via telephone or email. If they are unable to resolve the complaint, it will be referred to the Committee.

### Code of Conduct

People will be treated with dignity and respect regardless of race, nationality, gender, sexual orientation, gender reassignment, disability and/or age. Language or humour that people find offensive will not be used, e.g. sexist or racist jokes or terminology which is derogatory. No one will be harassed, abused or intimidated on the ground of his or her race, nationality, gender, sexual orientation, gender reassignment, disability or age. Incidents of harassment will be taken seriously.

### Dealing with Complaints

The committee will take complaints of discrimination and harassment very seriously. They will investigate them thoroughly, and provide opportunities for the person making the complaint to speak in a safe environment about their experience. If the complaint is against a particular individual, the committee will hear their point of view. The committee will decide the action to take based on the principle of ensuring the continued inclusion and safety of any member who has experienced discrimination or harassment.

## REVIEW OF POLICY

This equality and diversity policy will be reviewed every two years.

Signed (Chairperson) A. Stewart Miller (date) 20/02/24