



Welsh Karate Governing Body Ltd  
Corff Llywodraethol Karate Cymru Cyf

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Version 1	

# EQUAL OPPORTUNITIES POLICY

## Introduction

The WKGB Ltd recognises that certain sections of the community have been affected by past discrimination and may be denied the opportunity to participate equally and fully in sport at all levels.

This policy has been produced to prevent/tackle any potential/current discrimination or other unfair treatment, whether intentional or unintentional, direct or indirect against its members and volunteers

## 1. The policy

WKGB Ltd is required by law not to discriminate against its employees and recognises its legal obligations under, and will abide by the requirements of, the following

- Equal Pay Act 1970
- Rehabilitation of Offenders Act 1974
- Sex & Discrimination Act 1975, 1986 & 1999
- Race Relations Act 1976 & the Race Relations Amendment Act 2000
- Disability Discrimination Act 1995
- Human Rights Act 1998
- Children's Act 1998
- Employment Equality (Sexual Orientation) Regulations 2003
- Employment Equality (Religion & Belief) Regulations 2003
- Gender Recognition Act 2004
- Civil Partnership Act 2004
- Employment Equality (Age) Regulations 2003
- Any later amendments to the above Acts/Regulations, or future Acts/Regulations that are relevant to the WKGB Ltd

- 1.1 It is the aim of WKGB Ltd policy to ensure that people from all sections of the Community have genuinely equal opportunities to participate in karate at all levels. The WKGB Ltd will take the appropriate and reasonable steps to remove barriers and obstacles to such equal opportunities.
- 1.1 The WKGB Ltd is committed to the provision of high quality services and activities in a way, which is fair for everyone. The WKGB will continue to play an active role in Karate and sport generally in the promotion of equal opportunities policies and practices.
- 1.2 The WKGB Ltd will ensure that all present and potential members/employees receive equally favourable treatment on their merits, irrespective of their age, colour, disability, ethnic origin, race, sexual orientation or gender.
- 1.3 In terms of activities, employment and service delivery the WKGB Ltd will not disadvantage any person by conditions or requirements, which cannot be justified.

The WKGB Ltd is committed to ensuring that its employee's, members, participants and volunteers are able to conduct their activities free from harassment or intimidation.

The WKGB Ltd regards discrimination harassment or victimisation as described above, as serious misconduct and any employee volunteer or member who discriminates against harasses or victimises any other person will be liable to appropriate disciplinary action.

## **2. Implementation**

The WKGB Ltd will produce and maintain an action plan to ensure the intent of this policy is delivered.

All area's of the organisation will be affected by this action plan which will be incorporated in to the overall business delivery plan itself reviewed and updated on an annual basis.

The WKGB Ltd recognises that in some cases to achieve the principle of equality, unequal effort is required and if appropriate will consider positive action to tackle under representation.

The following responsibilities will apply:

The Board of Directors are responsible for ensuring that this equal Opportunities policy is followed and to deal with any actual or potential breaches.

The President has the overall responsibility for the implementation of the Equal Opportunities Policy.

A specific member of staff designated by the President has the overall responsibility for achieving the equity action plan as this will form part of their work programme.

All employee's volunteers and members have responsibilities to respect, act in accordance with and thereby support and promote the spirit and intentions of the policy and where appropriate individual work programmes will be amended to include equity related tasks.

The new/amended policy will be amended immediately following Board Agreement and at a corporate level will result in the following:

A copy of this document will be available to all staff (both permanent and contract) members and volunteers of WKGB Ltd.

This new/ revised policy will be communicated in the following ways:

It will be part of the staff handbook and reference will be made to it in any codes of conduct

It will be covered in all staff and volunteer induction training

All members will be made aware of the policy's existence

When they join and a summary of any revisions will be published in WKGB Ltd newsletter

It will be available on the website

- 2.1 In pursuance of its Equal Opportunities Policy the WKGB Ltd will continue to support positive action schemes for those sections of the community where groups are under represented in aspects of the sport of Karate.

The WKGB Ltd will monitor the policy to ensure it is implemented and meets the needs of all sections of the community. At the time of review a mechanism will be put into place to allow all staff members and volunteers to be part of the process.

Once approved the policy will apply for 3 years before a formal review takes place Unless any proposal to the Board or legislation change requires an interim review and or amendment

#### Disciplinary & Grievance Procedures

To safeguard individual rights under this policy an employee volunteer or member who believes he/she has suffered inequitable treatment within the scope of the policy may raise the matter through the appropriate grievance procedure

Appropriate disciplinary action will be taken against any employee volunteer or member who violates WKGB Ltd equal opportunities Policy.

An individual may raise any grievance and no employee volunteer or member will be penalised for doing so unless it is untrue and not made in good faith

As with all grievance procedures the final point of appeal relating to this policy is the Board of Directors.

### 3. Issuing the Statement

- 3.1 This statement is being issued to ensure that all members are aware of the WKGB Ltd Equal Opportunities Policy and the steps being taken by the WKGB to monitor and review it. It is vital that all members/employee's have a responsibility and a role to play in the promotion of equal opportunities.**

## Introduction

WKGB Ltd recognises that certain sections of the community have been affected by past discrimination and may be denied the opportunity to participate equally and fully in sport at all levels.

This policy has been produced to prevent/tackle any potential/current discrimination or other unfair treatment, whether intentional or unintentional, direct or indirect, against its employees, members and volunteers.

## 2. The policy

WKGB Ltd is required by law not to discriminate against its employees and recognises its legal obligations under, and will abide by the requirements of, the following:

- . Equal Pay Act 1970
- . Rehabilitation of Offenders Act 1974
- . Sex Discrimination Acts 1975, 1986 & 1999
- . Race Relations Act 1976 and the Race Relations Amendment Act 2000
- . Disability Discrimination Act 1995
- . Human Rights Act 1998
- . Children Act 1998
- . Employment Equality (Sexual Orientation) Regulations 2003
- . Employment Equality (Religion and Belief) Regulations 2003
- . Gender Recognition Act 2004
- . Civil Partnership Act 2004
- . Employment Equality (Age) Regulations 2003
- . Any later amendments to the above Acts/regulations, or future Acts/regulations that are relevant to WKGB.

- 1.2 It is the aim of WKGB Ltd policy to ensure that people from all section of the Community have genuinely equal opportunities to participate in karate at all levels. The WKGB Ltd will take the appropriate and reasonable steps to remove barriers and obstacles to such equal opportunities.
- 1.4 The WKGB Ltd is committed to the provisions of high quality services and activities in a way, which is fair for everyone. The WKGB will continue to play an active role Karate and sport generally in the promotion of equal opportunities policies and practices.

- 1.5 The WKGB Ltd will ensure that all present and potential members/employee's receive equally favourable treatment on their merits, irrespective of their age, colour, disability, ethnic origin, race sexual orientation or gender.
- 1.6 In terms of activities, employment and service delivery the WKGB Ltd will not Disadvantage any person by conditions or requirements, which cannot be justified.

WKGB Ltd is committed to ensuring that its employees, members, participants and volunteers are able to conduct their activities free from harassment or intimidation

WKGB Ltd regards discrimination, harassment or victimisation, as described above, as serious misconduct and any employee, volunteer or member who discriminates against, harasses or victimises any other person will be liable to appropriate disciplinary action.

### **3. Implementation**

WKGB Ltd will produce and maintain an action plan to ensure the intent of this policy is delivered.

All areas of the organisation will be affected by this action plan, which will be incorporated in to the overall business delivery plan, itself reviewed and updated on an annual basis.

WKGB Ltd recognises that, in some cases, to achieve the principle of equality, unequal effort is required and, if appropriate, will consider positive action to tackle under representation.

The following responsibilities will apply:

The Board of Trustees is responsible for ensuring that this Equal Opportunities Policy is followed and to deal with any actual or potential breaches.

The President has the overall responsibility for the implementation of the Equal Opportunities Policy.

A specific member of staff, designated by the President, has the overall responsibility for achieving the equity action plan as this will form part of their work programme.

All employees, volunteers and members have responsibilities to respect, act in accordance with and thereby support and promote

the spirit and intentions of the policy and, where appropriate, individual work programmes will be amended to include equity related tasks.

The new/amended policy will be implemented immediately following Board agreement and, at a corporate level, will result in the following:

A copy of this document will be available to all staff (both permanent and contract), members and volunteers of WKGB Ltd.

WKGB Ltd will take measures to ensure that its employment practices are non discriminatory.

The new/revised policy will be communicated in the following ways:

It will be part of the staff handbook and reference will be made to it in any codes of conduct.

It will be covered in all staff and volunteer induction training

All members will be made aware of the policy's existence when they join and a summary of any revisions will be published in WKGB Ltd newsletter.

It will be available on the Web site.

2.2 In pursuance of its Equal Opportunities Policy the WKGB Ltd will continue to support positive action schemes for those sections of the community where groups are under represented in aspects of the sport of Karate.

The WKGB Ltd will monitor the policy to ensure it is implemented and meets the needs of all sections of the community. At time of review, a mechanism will be put in place to allow all staff, members and volunteers to be part of the process.

Once approved, the policy will apply for 3 years before a formal review takes place, unless any proposal to the Board, or legislation change, requires an interim review and/or amendment.

### **Disciplinary and Grievance Procedures**

To safeguard individual rights under the policy, an employee, volunteer or member who believes he/she has suffered inequitable

treatment within the scope of the policy may raise the matter through the appropriate grievance procedure.

Appropriate disciplinary action will be taken against any employee, volunteer or member who violates WKGB Ltd's Equal Opportunities Policy.

An individual may raise any grievance and no employee, volunteer or member will be penalised for doing so unless it is untrue and not made in good faith.

As with all grievance procedures, the final point of appeal relating to this policy is the Board appeals committee.

### **3. Issuing the Statement**

- 3.2 This statement is being issued to ensure that all members are aware of the WKGB Ltd Equal Opportunities Policy and the steps being taken by the WKGB to monitor and review it. It is vital that all members/employee's have a responsibility and a role to play in the promotion of equal opportunities.**