

Godalming Theatre Group - Equal Opportunities and Diversity

Policy

Who we are

The Godalming Theatre Group (GTG) brings joy to hundreds of performers, creatives and supporters every year by performing high quality musicals, pantomimes, drama and social activities within our local community.

About this policy

This document sets out the policy and processes in place to ensure that respect for Equal Opportunities and Diversity underpins the Godalming Theatre Group.

Equality

The Godalming Theatre Group is committed to treating all people equally and with respect irrespective of their age, disability – seen and unseen, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation. We seek to offer support for individuals to feel safe, free from harassment or bullying, secure in the knowledge that they will be encouraged to make the most of their time with us. It is important that we seek to enable individuals to be supported according to their needs. This will apply particularly to those with mental health concerns for whom we have a duty to promote their welfare and practice in a way that protects, supports and enables individuals to achieve Equality with others.

Diversity

Appreciating Diversity is an important aspect of a thriving and inclusive world – we learn from each other through sharing different backgrounds, perspectives, and experiences. Hence, we welcome in young people and adults who reflect our local communities and characteristics as well as others who may also be from ones that our new to us. This will enable everyone to grow in their understanding and respect for each other's differences.

This policy applies to anyone associated with The Godalming Theatre Group including Management Committee Members, Members, Performers, Creatives, Volunteers and Children whilst working with us.

Legal Framework

This policy has been drawn up based on legislation such as the Equality Act 2010.

Supporting Documents

Godalming Theatre Group operates within a framework of policies and procedures, guidance and related documents which, where relevant, should be read in conjunction with this policy

We will practice this Policy by:

- treating people with dignity and respect regardless of their age, disability – seen and unseen, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation

- being open and thoughtful when we talk to others and encouraging everyone to communicate and behave with respect, skill, and grace. Language or humour that people find offensive will not be tolerated e.g. sexist, homophobic or racist jokes or language/imagery of people with a mental health disability or concern that is derogatory
- working with members, creatives, volunteers or children to consider any specific needs, which we would need to take into account, such as feeling uncomfortable working in close proximity with others whilst with us. With this example we will also seek to help that individual begin to feel more comfortable as a valued member of the group
- challenging any individual who appears to contravene this policy and offer them an opportunity to explain their position and identify any action that is required e.g. awareness raising discussion, training or if necessary, a verbal warning. The process for taking this action is set out in the 'Code of Conduct.
- retaining the right to ask an individual who fails to respond or further contravenes after a first verbal warning to leave the premises and the Group
- educating our members, creatives, volunteers and children about the policy, so that they are committed to its aims and practice, have had an opportunity to ask questions and receive any training or other support they need to comply with it.
- having a named Management Committee Member who leads on the implementation and monitoring of this Policy

How to raise a concern or complaint

It is important to establish the difference between a concern and a complaint. Taking informal concerns seriously at the earliest stage will reduce the likelihood of them developing into formal complaints. We commit to doing our best to resolve any potential or actual impropriety. Should you feel you have a concern arising from your experience with Godalming Theatre Group we would encourage you, in the first place, to share your concern with the Secretary of the Management Committee or the Manager for the session you have attended. If your concern is to do with the Manager then please raise your concern directly with the Chair of Godalming Theatre Group Management Committee, – contact details below.

We commit to trying to resolve your concerns working with you and others as appropriate to your satisfaction. If you feel your concern has not been satisfactorily resolved, you can make a complaint to us by writing to Godalming Theatre Group, via the contact details below. Write careful notes of the details of your complaint and the effect it has had on you or others. Sign, date and pass a copy of your notes to the Secretary.

Should you feel your complaint has not been satisfactorily resolved you can also send in a written complaint to the Chair of Godalming Theatre Group.

Adoption of this policy

This Policy was adopted by the Godalming Theatre Group Management Committee.

Signed . . . *Denise Hodgkiss* (Chair Godalming Theatre Group)

Signature of second committee member

Signed . . . *Madeleine Gibb* (Secretary Godalming Theatre Group)

Date of adoption 25/01/2022

This policy was last reviewed on 25/01/2022 . It will be reviewed every two years, or if relevant legislation changes. The latest version is available from email address below

Our contact details

- Name: Godalming Theatre Group
- Phone Number: 01483 418536
- Email Address: secretary@godalmingtheatregroup.co.uk
- Website Address: www.gtguk.com