



Equality and Diversity Policy

Move Momentum operating under the trading name Momentum is for the benefit of the local community and believes anyone can dance and should have the opportunity to explore this for themselves in a safe environment where they can learn, create and build on their personal and community dance skills. We aim to provide educational classes and activities, for children to youth, adults to the elderly that will encourage people who may not otherwise have access to dance. We will be based in Winchester working to provide opportunities to residents in Winchester and Hampshire.

We value:

- Being accessible for all
- Honesty, openness and transparency
- Challenging inequality and unfairness
- Our diverse communities

This Equality and Diversity Policy supports and enhances Momentum's broad organisational values and is based on the fundamental principles outlined in the Equality Act 2010.

Momentum values the diverse cultures, environments and communities of which it is a part. We believe people have the right to be treated fairly and equally and oppose discrimination in all its forms. We recognise, value and respect diversity, and understand the importance of creating a fair and just environment. We do this by taking practical action where possible, and through our policies and procedures which are revised regularly.

Momentum opposes all types of individual, institutional and cultural discrimination and the negative impact this has on discriminated groups or individuals. Such discrimination includes direct or indirect discrimination, discrimination by association or perception, lack of awareness, stereotyping, prejudice, victimisation, harassment, marginalisation, exclusion or oppression, discrimination arising from a disability where there is a failure to make reasonable adjustments.

In line with the Equality Act 2010, we are committed to ensuring that no individual or group of people is less favourably treated or denied opportunities because of their background, for example:

- race - ethnic or cultural origin
- religion, faith, belief or non-belief
- sex
- disability
- gender reassignment
- marital or civil partnership status
- sexuality
- age
- pregnancy and maternity
- nationality (or statelessness)
- caring responsibilities
- HIV status
- unrelated criminal conviction

Momentum demonstrates its commitment to these issues by adopting an Equality and Diversity Policy, which gives guidance on equality and diversity practices, service provision

and the general work of the organisation. This policy is based on the Equality Act 2010 and its key principles are integrated into all policies and procedures in Momentum.

1. The Policy

This policy applies to staff, trustees and volunteers employed by or working for Momentum. In addition, we expect that consultants, partners and other organisations have their own policies and procedures that reflect similar principles to our own. This policy enables staff, volunteers, trustees and member organisations to act positively in relation to equality, diversity and inclusion, and eliminate and prevent all forms of discrimination.

This policy aims to ensure that Momentum creates fair conditions for all current and potential members of Momentum, its Trustee Board, staff, volunteers, users of our services, and organisations with which we work. Its success depends on everyone having an understanding of equality, diversity and inclusion and co-operating in the policy's implementation.

Momentum recognises that Hampshire is socially and culturally diverse and believes its work is enriched by the different qualities and experience brought to the not-for-profit sector, their organisations and their work as trustees, employees and volunteers.

2. Trustees

Momentum seeks to ensure that the members of the Trustee Board reflect the diversity of the county's population and the wide range of agencies who work in the not-for-profit sector. This is not always practically possible, but it is an aim we aspire to.

3. Volunteers

Momentum believes that voluntary activity, active community involvement and self-help are options that should be open to everyone irrespective of their background, and that they have a right to volunteer without experiencing discrimination or facing barriers preventing involvement.

4. Organisations

Momentum seeks to raise awareness of cultural diversity, equality and anti-discrimination policy and practice. Our Equality and Diversity Policy is available on request to other not-for-profit organisations in Hampshire.

5. Staff

Staff should not discriminate against or harass a member of the public or any person or organisation in receipt or potentially in receipt of Momentum's goods or services. It is unlawful to fail to make reasonable adjustments to overcome barriers to using services caused by disability. The duty to make reasonable adjustments includes the removal, adaptation or alteration of physical features, if the physical features make it impossible or unreasonably difficult for disabled people to make use of services. In addition, service providers have an obligation to think ahead and address any barriers that may impede disabled people from accessing a service.

5.1 Employment, recruitment and selection

Momentum works to ensure equality of opportunity for all staff or applicants. This applies to all areas of employment, including:

- recruitment and selection
- training and development

- promotion
- conditions and benefits of service
- employment and equal pay procedures
- health and safety
- cessation of employment

5.2 Recruitment of Ex Offenders

- As an organisation assessing applicants' suitability for positions which are included in the Rehabilitation of Offenders Act 1974 (Exceptions) Order using criminal record checks processed through the Disclosure and Barring Service (DBS), Momentum complies fully with the Code of Practice and undertakes to treat all applicants for positions fairly. Momentum undertakes not to discriminate unfairly against any subject of a criminal record check on the basis of a conviction or other information revealed.
- Momentum can only ask an individual to provide details of convictions and cautions that Momentum are legally entitled to know about. Where a DBS certificate at either standard or enhanced level can legally be requested (where the position is one that is included in the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 as amended, and where appropriate Police Act Regulations as amended), Momentum can only ask an individual about convictions and cautions that are not protected.
- Momentum actively promotes equality of opportunity for all with the right mix of talent, skills and potential and welcome applications from a wide range of candidates, including those with criminal records. Momentum selects all candidates for interview based on their skills, qualifications and experience.
- An application for a criminal record check is only submitted to DBS after a thorough risk assessment has indicated that one is both proportionate and relevant to the position concerned. For those positions where a criminal record check is identified as necessary, all application forms, job adverts and recruitment briefs will contain a statement that an application for a DBS certificate will be submitted in the event of the individual being offered the position.
- At interview, or in a separate discussion, Momentum ensures that an open and measured discussion takes place on the subject of any offences or other matter that might be relevant to the position. Failure to reveal information that is directly relevant to the position sought could lead to withdrawal of an offer of employment.
- Momentum makes every subject of a criminal record check submitted to DBS aware of the existence of the Code of Conduct and makes a copy available on request.
- Momentum undertakes to discuss any matter revealed on a DBS certificate with the individual seeking the position before withdrawing a conditional offer of employment.

6. Publicity

Momentum endeavours to ensure that its published material is as accessible as possible to all and that no group is treated less favourably or denied opportunities because of their background.

We are committed to reviewing our Equality and Diversity Policy annually in order to evaluate its effectiveness and ensure that it complies with current legislation.

E & D Policy - Momentum

This policy was last reviewed and approved by the Board of Trustees on 30/10/19