

Flex Dance Inc Equality and Diversity Policy

Introduction

As part of the commitment made by Flex Dance Inc to Equality of Opportunity it has adopted a Policy statement covering its employment practices and procedures. This document outlines the policy that must be strictly adhered to by every employee. All breaches of this policy will be investigated and, where appropriate, disciplinary procedures followed.

Opportunities

Relates to treating people the same, although they may belong to certain groups. Equal Opportunities in particular relates to a Legal Framework, which makes it illegal to discriminate against people because they belong to particular groups.

Diversity

Diversity is a broader concept that builds upon the progress made through equal opportunities. Everyone is different and diversity is about recognising, respecting and valuing the differences we each bring to work.

Equal opportunities and diversity work together by addressing the inequalities and barriers faced by people in under-represented groups and by valuing, learning and benefiting from the diverse cultures in society and our staff.

General Statement of Policy

It is the Flex Dance Inc policy that no employee or customer will receive less favourable treatment or is disadvantaged by any circumstances, conditions or requirements that cannot be justified.

The Policy Statement

The Management of Flex Dance Inc recognises that people are discriminated against and will make every effort to ensure they will not unreasonably exclude any individual from access to any activities, goods, facilities or services, or any employment opportunities, that they offer.

As an employer committed to equality and diversity in all its practices the company recognises that groups and individuals are discriminated against on the basis of age, gender, ethnic origin, race, nationality, colour of skin, sexuality, impairment (physical, sensory or learning), physical appearance, marital or other life status, religious or political belief and other differences that cannot be justified.

Every employee and customer is entitled to expect equality of opportunity in all aspects of their employment including its terms and conditions.

Every potential employee is entitled to expect the recruitment process to be free of all unreasonable barriers

All employees of the Company shall be made aware of this policy and its implications for them.

What we Expect from our Employees

Whilst the responsibility for creating and monitoring a culture of equality of opportunity rests with the company, its success relies on each employee playing their part.

Employees have a number of responsibilities; many of which are directly related to their jobs, but the following are general instructions that apply to everyone:

- a) Every employee shall comply with measures that are introduced to ensure equality of opportunity and non-discrimination. Training appropriate to each employee's role will be provided.
- b) those individuals responsible for other employees and Flex Dance Inc customers are not to discriminate when applying processes relating to the training, advancement, performance management, transfer, redeployment, discipline, retirement, dismissal or redundancy, benefits, facilities and services we offer.

- c) No employee shall victimise an individual on the grounds that they have made complaints or provided information about discrimination or harassment.
- e) No employee shall harass, abuse or intimidate another employee or customer on any grounds.

Last amended Jan 2020