



EQUALITIES, DIVERSITY AND INCLUSION POLICY

Tin Shed Theatre Co. is an equal opportunity organisation. We are committed to ensuring equal opportunities, fairness of treatment, dignity, work-life balance and the elimination of all forms of discrimination in the workplace for all staff and participants. We aim to create a working environment in which all individuals can make best use of their skills, free from discrimination or harassment. Therefore, we have adopted this policy as a means of helping to achieve these aims.

We will also aim to endeavour to keep this policy updated as our understanding and empathy of the whole spectrum of human experience grows and changes to ensure it remains fit for purpose

A key objective of the policy is so that we can provide a working environment in which people feel comfortable and confident that they will be treated with respect and dignity.

It is our stated policy to treat all individuals who engage with Tin Shed Theatre Co. equally and fairly irrespective of their identity, social presentation, the performative nature of gender, sexual identity, race, nationality, culture, religion, age, or disability. Discrimination by or against an employee is generally prohibited unless there is a specific legal exemption.

Discrimination definition: Any action verbal or physical, or systemic, that makes someone feel uncomfortable or unable to access Tin Shed Theatre Co.

Direct discrimination

Direct Discrimination occurs when someone is treated less favourably than another person because of a protected characteristic they have or are thought to have, or because they associate with someone who has a protected characteristic. Direct discrimination is generally an obvious and easily identifiable form of discrimination.

Indirect discrimination

Indirect Discrimination happens when there is a policy that applies in the same way to everybody but disadvantages a group of people who share a protective characteristic. For example, banning cornrows or dreadlocks from the workplace.

Dignity policy

It is in everyone's interests for the environment in which we work to be harmonious and respectful. Although we would like to think

that this is always the case, this policy recognises that inappropriate behaviour, which may include harassment, can and does take place. This policy aims to ensure that, if inappropriate behaviour does occur in the workplace, it is dealt with in a serious, sensitive and confidential manner so that the matter can be resolved as quickly as possible for all concerned.

Harassment Policy

Harassment is unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual. It is possible to harass people in ways that are not related to a protected characteristic which is also not acceptable.

Actions for policy

We will deal with all complaints of harassment promptly, fairly, sensitively and in confidence.

Any incidents where someone feels they have been discriminated against within the organisation whilst participating in any projects, workshops or events should be reported to any staff members of Tin shed theatre Co who will address the situation in a professional manner, if this can not be addressed there and then, individuals may contact Tin shed Theatre Co via email.

If there are any concerns of discrimination from staff, by other staff members this may be disclosed in confidence to our equality and inclusivity officer or a staff member who you feel comfortable discussing the incident with.

In the incident of discrimination, the following actions *may* be taken:

- Company Manager would hold an Informal conversation with the offending party - with or without the victim.
- Formal discussion to take place with the Board of Tin Shed Theatre Co.
- Written warning kept on record for 6 months.
- Immediate Dismissal.

Staff and participants/individuals who work/engage with Tin Shed Theatre Co must follow this policy and its procedures. This document will be accessible to anyone who joins the company or who is interested in being a part of the work that we do.

Accessibility In Opportunities

All opportunities will be presented in plain English, based on the guidelines of the plain English campaign, and avoid jargon where possible. There will be transparency in the application process, in what we look for and how we assess it. If candidates reach the interview stage or equivalent we will always offer feedback to unsuccessful candidates if requested.

Accessibility In Background Checks

We acknowledge that we all make mistakes and that doing so shouldn't be permanently punished. To that end we do not want those who have a criminal history to not feel they cannot engage with us or our work just because it may require a DBS check. However if this check would reveal information that would legally prevent us from employing you (for example on projects working with children or vulnerable adults) we will not be able to do so.

NAME: Georgina Harris (Safeguarding Officer)

CONTACT DETAILS: 07921366038

DATE: 16/01/2023

DIGITAL SIGNATURE:



Signed on behalf of the board of directors by Naomi Underwood

NAME: Naomi Underwood (Board Member for Tin Shed Theatre CIC)

CONTACT DETAILS: 07713756713

DATE: 16/01/2023

DIGITAL SIGNATURE:

