



# **EQUALITY, DIVERSITY & INCLUSION POLICY**

v.1.22

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### To be read in conjunction with the following policies:

1. British Taekwondo Safeguarding Policy (and related policies)
2. British Taekwondo Complaints & Disciplinary Policy
3. British Taekwondo Code of Conduct

## SECTION 1 POLICY

### 1.1 Introduction & Aims

Total Taekwondo is fully committed to the principles of equality of opportunity and the elimination of unlawful and unfair discrimination, ensuring the provision of diverse, inclusive environment for all participants and employees.

#### **Total Taekwondo aim to ensure:**

- Equality of opportunity for people who wish to practise Taekwondo at Total Taekwondo under the authority of British Taekwondo. Total Taekwondo and British Taekwondo is responsible for ensuring that no job applicants, employees, workers, office holders, volunteers, participants or members (together 'Stakeholders') are unlawfully discriminated against because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation (together the 'Protected Characteristics').
- That anyone participating or wishing to participate in taekwondo can do so in a discrimination free, inclusive environment
- That all Stakeholders are given the same opportunities regardless of their socio-economic backgrounds or political persuasion.

This commitment includes ensuring all coaches and volunteers understand their rights and responsibilities and those of their members under this Equality, Diversity and Inclusion Policy.

The principles of equality, diversity and inclusion are underpinned by Total Taekwondo core values, strategic aims and current equality legislation.

#### **Furthermore:**

- Total Taekwondo will require members and affiliated associations, to adopt and prove their commitment to the principles and practice of equality, diversity and inclusion as set out in this policy.
- Total Taekwondo adopts a zero-tolerance stance to any breaches of this policy and will take seriously any complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, members, volunteers, suppliers, visitors and the public during the organisation's activities.
- Total Taekwondo will encourage partner organisations including suppliers and sponsors to adopt and prove their commitment to the principles and practice of equality as set out in this Equality Policy.

Total Taekwondo commits to investigate every concern raised under this policy through the Complaints & Disciplinary Policy.

## 1.2 Legal Requirements

Total Taekwondo recognises its legal obligations under the Equality Act 2010 and any amendments thereafter.

The Equality Act defines nine protected characteristics:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

Not one protected characteristic has a higher priority than any other. Discrimination can be on the grounds of a single protected characteristic or a number of single, but unrelated, characteristics.

It is unlawful to discriminate directly or indirectly in recruitment, employment or in the provision of services because of a protected characteristic.

### 1.3 Reasonable Adjustments

A reasonable adjustment is a change or adaptation to the physical space, working environment or process that has the effect of removing or minimising the impact of the individuals' impairment in the workplace or participation in the sport. There's no single answer to what would be classed as a reasonable adjustment as what might be considered 'reasonable' for one organisation might not be for another. The purpose, however, is to avoid as far as possible, by reasonable means, the disadvantage which a disabled person experiences because of their disability.

Total Taekwondo will consider all requests for adjustments and where possible will accommodate reasonable requests and will work with disabled Stakeholders to implement any adjustments that will enable them to take part more fully in sports related activities.

As a responsible employer and service provider, Total Taekwondo will consider making reasonable adjustments to ensure that workplace requirements or practices do not disadvantage employees, potential employees or Stakeholders with a disability if:

- A disabled Stakeholder, employee or job applicant asks for adjustments to be made
- A disabled employee is having difficulty with any part of their job
- Either an employee's sickness record or delay returning to work is linked to their disability

Total Taekwondo are accountable for deciding what reasonable adjustments will be made and will seek advice where appropriate when coming to a decision. The focus will be discussing reasonable adjustments with the relevant stakeholder.

Reasonable adjustments can be a complex area. ACAS have a helpline on 0300 123 1100 which can provide advice on specifics.

## 1.4 Definitions

Unlawful discrimination can take the following forms:

### **Direct discrimination.**

Occurs where someone is treated less favourably directly because of a protected characteristic they possess.

### **Direct discrimination by association**

Occurs when someone is treated less favourably directly because a protected characteristic of someone they are associated with, such as a friend, family member or colleague.

### **Direct discrimination by perception**

Occurs when someone is treated less favourably directly because a protected characteristic they are thought to have, regardless of whether this perception by others is correct or not.

### **Indirect discrimination**

This type of discrimination can be less obvious than direct discrimination. Indirect discrimination occurs where a provision, criterion or practice is applied equally to a group of employees, job applicants or Stakeholders but has (or will have) the effect of putting those who share a certain protected characteristic at a particular disadvantage when compared to others in the group and the employer is unable to justify it.

### **Discrimination arising from disability**

Occurs when an employee or Stakeholder is treated unfavourably because of something connected with their disability.

### **Bullying**

There are many definitions of bullying and harassment. It may be characterised as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power through means that undermine, humiliate, denigrate or injure the recipient. There can be circumstances when an employee/Stakeholder might experience conduct amounting to both bullying and harassment, with the bullying part of the behaviour not related to a protected characteristic.

### **Harassment**

Occurs when 'unwanted conduct' relating to a protected characteristic or of a sexual nature. It has the purpose or effect of violating a person's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual.

## Victimisation

Occurs when an employee/Stakeholder is treated less favourably than others for:

- Making an allegation of discrimination; and/or
  - Supporting a complaint of discrimination; and/or
  - Giving evidence relating to a complaint about discrimination; and/or
  - Raising a grievance concerning equality or discrimination; and/or doing anything else for the purpose of (or in connection to) the Equality Act 2010
- Victimisation may also occur because an employee/Stakeholder is suspected of doing one or more of these things.

Total Taekwondo regards discrimination, harassment, bullying or victimisation, as described above, as serious misconduct. All complaints will be taken seriously and measures including disciplinary action may be brought against any Stakeholder who unlawfully discriminates against, harasses, bullies or victimises any other person.

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### **2.3 Roles & Responsibilities**

Total Taekwondo is responsible for ensuring that this Equality, Diversity & Inclusion Policy is implemented, followed, and reviewed annually.

The Safeguarding & Compliance Officer has the overall day-to-day responsibility for the implementation of this Equality, Diversity & Inclusion Policy and for achieving any equality related actions resulting from it.

All members and stakeholders have the responsibility to respect, follow and promote the spirit and intentions of this Equality, Diversity and Inclusion Policy. Everyone has a responsibility to ensure that they do not unlawfully discriminate, harass, bully or victimise anyone whilst carrying out duties and functions on behalf of Total Taekwondo and are responsible for promoting a climate where harassment, unlawful discrimination and bullying are unacceptable. Everyone must ensure that their own conduct, and that of their colleagues does not cause offence to another person. Total Taekwondo encourage all volunteers to challenge inappropriate behaviour and support colleagues or members who are experiencing harassment, unlawful discrimination and bullying.



### **SECTION 3 MONITORING, AUDIT & REVIEW**

The Equality, Diversity & Inclusion Policy will be reviewed every three years unless legislation change that requires an interim review or amendment. A notice of any changes being made will be publicly available and directly communicated to Stakeholders.

### **SECTION 4 COMPLAINTS PROCEDURE**

To safeguard individual rights under this policy, any Stakeholder who believes they have suffered unfair treatment within the scope of this policy may raise the matter through the appropriate procedure (I.e. the complaints procedure for Stakeholders who are not employees).

Appropriate disciplinary action will be taken against any Total Taekwondo Stakeholder who violates this Equality, Diversity & Inclusion Policy under either the Total Taekwondo disciplinary procedure. An individual raising an employee grievance will not be penalised for doing so unless it is untrue and not made in good faith.

As with all grievance and disciplinary procedures, the ultimate point of appeal relating to this policy is the Board.

