



Equality and Diversity Policy

Background

Wool @J13 is committed to encouraging diversity, promoting equal opportunities and providing fair treatment in all that we do. We strive for an environment that is inclusive, free from discrimination and where everyone is treated with dignity and respect.

Objectives

Wool @J13 has a clear vision supported by strong values, which is reflected in our work and volunteering practises as well as in our relationships, as follows:

Being people focussed

By having a 'can do' attitude

Striving to be the best in everything we do

Having mutual respect for everyone we come into contact with, work with and support as an organisation.

We believe that the fresh ideas & perceptions presented by people from different backgrounds, should be welcomed, actively encouraged and learned from in a sharing and supportive atmosphere.

Scope

This policy is for everybody within Wool @J13 including employees, customers, consultants and exhibitors.

Policy

a) Definitions.

Equality refers to eliminating discrimination and providing equal opportunities for all. Equal opportunities go beyond treating everyone in exactly the same way; it is recognised that some individuals or groups have particular needs which have to be addressed in order for them to have equality of opportunity.

Diversity refers to recognising that individuals have visible and non-visible differences which should be celebrated and valued.

Equality and diversity are not interchangeable terms but are independent in maintaining the environment we desire.

b) What is discrimination?

Wool @J13 is committed to compliance with the [Equality Act 2010](#), [Equality Act Codes of Practise](#) and other best practise guidance.

It is unlawful to discriminate directly or indirectly against any of the 'protected characteristics'

- **Protected characteristics:**
- Age
- Disability
- Sex
- Gender reassignment
- Pregnancy
- Maternity
- Race (including colour, nationality and ethnic or national origins)
- Sexual orientation
- Religion or belief
- Marital or civil partnership status

We are committed to planning ahead in order to address any barriers which may discourage an individual from becoming involved with Wool@J13.

c) What are the responsibilities of employees or volunteers?

All staff and volunteers have a responsibility to ensure that there is no discrimination involved in any of their decisions or behaviour. Staff and volunteers must:

- Report any suspected acts of discrimination, both towards themselves or towards others, to their next in command who will take appropriate action.
- Report any bullying or harassment by suppliers, exhibitors, visitors or others to their next in command who will take appropriate action.
- Co-operate with measures designed to promote equality of opportunity.
- Ensure all behaviour is non-discriminatory, treating others with dignity and respect at all times. This includes volunteers, staff, suppliers, exhibitors and any other group or individual they come into contact with.
- Not encourage others to practice unlawful discrimination.

d) What are the responsibilities of the organisers and lead people?

In addition to the responsibilities listed above, organisers and lead people have a number of additional responsibilities in order to protect against discrimination and promote diversity.

They must:

- Implement this policy as part of their day-to-day role and act as a role model for equality and diversity, including creating an environment where staff and volunteers can fulfil their responsibilities within this policy as outlined above.
- Build the culture within the organization to support diversity and enable appropriate challenge.
- Encourage whistleblowing and the escalation of concerns,



- Comply with any equality and diversity training, including ensuring staff and volunteers complete this in a timely manner.
- Ensure staff and volunteers are aware of this policy.
- Ensure equality and diversity issues are addressed in briefing and debrief sessions.
- Co-operate fully with any investigation into cases of potential discrimination.
- Ensure that the organization provides support which is flexible in the way it is delivered, considering the need for flexible timeframes for families with disabilities.
- Ensure staff and volunteers act in accordance with this policy, providing support and direction if required.

Wool @J13 believes it is important to take proactive steps to ensure equality & diversity remain embedded in all that we do. Diversity is not simply a mechanistic approach to equality legislation; it is the combatting of prejudice and the celebration of difference.

Wool@J13 will not tolerate any behaviour which breaches this policy and will regard any breaches as misconduct. Serious offences, for example harassment, bullying or victimisation, will be treated as gross misconduct and may lead to being asked to leave without notice or refund.

[Equality Act 2010: guidance](#)

<https://www.equalityhumanrights.com/en/publication-download/engaging-disabled-people-event-planning-guide>

<https://www.equalityhumanrights.com/en/advice-and-guidance/equality-law-theatres-and-other-entertainment-venues>

<https://www.equalityhumanrights.com/en/advice-and-guidance#55>