

Equality Policy – P10

Adopted by the Trustees of The Twentieth Century Society on 7 July 2020

To be reviewed by 30 June 2022

1. The Twentieth Century Society ('the Society') is committed to encouraging equality and diversity among its staff and volunteers, and to eliminating unlawful discrimination. The Society is also committed against unlawful discrimination of its members and of the public.
2. The Society seeks:
 - a. to provide equality, fairness and respect for all staff and volunteers;
 - b. not to unlawfully discriminate because of the Equality Act 2010's 'protected characteristics' of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, gender, and sexual orientation;
 - c. to oppose and avoid all forms of unlawful discrimination, including in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities;
 - d. to ensure that communication and access are effective for all members, staff, volunteers, and any other persons coming into contact with the Society.
3. The Society is aware of the duty to consider equality implications when making decisions or taking action and to assess potential implications for people with 'protected characteristics'. The Society will encourage equality and diversity and will create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff and volunteers are recognised and valued. Staff will conduct themselves to help the Society provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination. Staff should understand that they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, volunteers, members, customers, suppliers and the public.
4. Staff will report promptly to the Trustee body any complaint of bullying, harassment, victimisation and unlawful discrimination by fellow employees, volunteers, members,

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customers, suppliers, visitors, the public and any others in the course of the Society's work activities. Such acts will be dealt with as misconduct under the Society's grievance and disciplinary procedures, and appropriate action will be taken by the Trustees. Serious complaints could amount to gross misconduct and lead to dismissal without notice.

5. Sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. Harassment under the Protection From Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.
6. The Society will make opportunities for training, development and progress available to all staff. Decisions concerning staff will be based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act 2010).
7. The Society will review employment practices and procedures when necessary to ensure fairness, will update them and this Policy to take account of changes in the law, and will monitor the meeting of the aims and commitments set out in this Policy.
8. Use of the Society's grievance and/or disciplinary procedures does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.

This Policy replaces the Society's pre-Equality Act policy - Dignity at Work Policy