

Martlesham Heath Pavilion

Equality and Diversity Policy

Martlesham Heath Pavilion Management Committee is committed to encouraging a supportive and inclusive culture amongst its community by creating a positive place where everyone can enjoy using our facilities in a safe, enjoyable and respectful environment. This means:

- Creating an environment in which individual differences and the contributions of everyone are recognised and valued.
- Creating an environment that promotes dignity and respect for everyone.
- Not tolerating any form of intimidation, bullying, or harassment
- Promoting an inclusive culture for our community
- Encouraging anyone who feels they have been subject to discrimination or victimisation to raise their concerns so we can take whatever corrective action is within our control.
- Regularly reviewing all our practices and procedures to promote equality and fairness.

Our responsibilities:

We are committed to providing equality of opportunity and diversity in terms of:

- membership of the management committee
- recruiting employees and volunteers
- appointing contractors
- regular and casual hirers of the Pavilion

Decisions on any of the above will be made irrespective of a person's gender, marital status, colour, nationality, ethnic origin, religion, disability, sexual orientation and age. We are opposed to all forms of unlawful and unfair discrimination.

We have taken steps to make the premises accessible for disabled visitors. See our [Access Guide](#) for more details. Employees with disabilities will be supported and reasonable adjustments made to enable them to do their job.

Hirers' responsibilities

- All hirers, employees, volunteers and Pavilion visitors are required to assist us in meeting our commitments, to ensure equality, diversity and inclusion and avoid unlawful discrimination.
- We consider acts of discrimination, harassment, bullying or victimisation as unacceptable behaviour and hirers supporting this behaviour will result in the hall not be available to hire to those persons in the future.

Grievances

If you consider that you may have been unlawfully or unfairly discriminated against, you may contact the chairperson or any member of the management committee to make a complaint. Details of how to make contact are on the Pavilion's website at www.Martlesham.org/pavilion and on the noticeboard in the Pavilion. The booking secretary can be contacted by email to bookingsecmhp@gmail.com (*preferred*) or by phone 07732 199712 and will pass messages to the chairperson or another committee member, as required.