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Falkirk Caledonia Choir Equal Opportunities Policy

**Falkirk Caledonia Choir’s Statement on Equal Opportunities**

**Preamble**

Falkirk Caledonia Choir is committed to implementing and promoting equal opportunities in its activities and practice. It realises that discrimination exists in society (whether protected by law or not), and believes that this prevents potential and ability from being realised.

Falkirk Caledonia Choir will not tolerate discrimination on the ground of:

 Race

 Colour

 Gender

 Sexual orientation or identity

 Ethnic or national origin

 Disability

 Partnership status or home responsibility

 HIV or AIDS status

 Age

 Political or religious belief

 Trade union activity

 Socio-economic background

 Refugee or asylum seeker status

This document sets out the main consequences of this commitment and the action to be taken in order to implement this Policy.

Falkirk Caledonia Choir recognises that some of its members may say or do things which are unacceptable and incompatible with this Policy. Falkirk Caledonia Choir will do all it can to challenge such behaviour. In cases where intervention is necessary, a gentle approach will be adopted which aims to discuss attitudes and behaviour while providing support where possible to all persons affected by the conduct.

Falkirk Caledonia Choir realises that a genuine commitment to equal opportunities must operate on all levels.

**Responsibility**

1.1. The Committee of Falkirk Caledonia Choir has overall responsibility for the effective operation of this Policy. However, all members have a duty as part of their involvement with Falkirk Caledonia Choir to do everything they can to ensure that the policy works in practice.

1.2. Falkirk Caledonia Choir will bring to the attention of all members the existence of this Policy, and will provide such guidance and information as is necessary to ensure that the Policy is effective and that everyone is aware of it.

1.3. If any member feels that they have been, or are being, discriminated against on any of the grounds referred to in the Preamble by another member of the choir they should raise the matter with the President or the Secretary.

1.4. All instances or complaints of discriminatory behaviour will be treated seriously. On receipt of such an allegation the President or Secretary will carry out a thorough investigation, or arrange for another Committee Member to do so on their behalf. Should the allegation be found to be established in fact the Committee will take such action as it considers fit to prevent recurrence, including if necessary the expulsion of the offending member from the choir.

1.5. Allegations of an unfounded or malicious nature will also be treated as serious. Should therefore the allegation prove to be unfounded the Committee will take such action as it considers fit to prevent recurrence, including if necessary the expulsion of the choir member making the allegation from the choir.

**Disabled Access**

1.6. Falkirk Caledonia Choir will endeavour to ensure, as far as is practicable, that all the premises it uses have disabled access. When considering new premises, every effort will be made to ensure such premises are fully accessible.

**Use of Language**

1.7. Members should avoid and challenge the use of language which, in any way, belittles anyone

1.8. Any member subject to such language may make a complaint to the President or Secretary, which will be dealt with in accordance with paragraphs 1.4 and 1.5 of this Policy.

1.9. All materials used or developed by Falkirk Caledonia Choir will be judged in the light of the promotion of equal opportunities, and those considered to be discriminatory will not be used.

**Sexual Harassment**

1.10. No member should be subject to sexual harassment.

1.11. This is interpreted as unwanted behaviour of a sexual nature including:

 verbal sexual abuse

 physical contact

 repeated remarks which the individual member finds offensive

1.12. If it has been made clear to the person concerned that their behaviour is unwelcome and they persist with it, then the member who is the recipient of the behaviour should make a formal complaint to the President or Secretary, which will be dealt with in accordance with paragraphs 1.4 and 1.5 of this Policy.

**Conductor**

1.13. The Conductor, Assistant Conductor and Accompanist will also comply with this Policy. Without prejudice to the foregoing generality the Conductor will be mindful of this Policy when approving candidates for membership of the choir and when accepting engagements.

**Monitoring and Review**

This operation of this Policy will be monitored by the committee to ensure that it is being complied with.

It is the responsibility of every individual member of the choir to ensure the practical application of this Policy.

The committee of Falkirk Caledonia Choir will review this policy every three years.

Adopted on: Wednesday 26th September 2018

Review Date: Wednesday 22nd September 2021