



Conway Yacht Club EDI Policy

Version	Date	Author	Change
1.0	01/03/2024	Steve Wotherspoon, Commodore	First draft
1.1	26/02/2025	Michael Leahy Captain of Sailing	Minor updates

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Introduction

CONWAY YACHT CLUB is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination.

The aim is for our workforce and members to be truly representative of all sections of society, and for each employee to feel respected and able to give their best.

The organisation - in providing goods and services and facilities - is also committed against unlawful discrimination of our members or the public.

Our policy's purpose

This policy's purpose is to:

1. Provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time
2. Not unlawfully discriminate because of the Equality Act 2010 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
 - sex
 - sexual orientation
3. Oppose and avoid all forms of unlawful discrimination. This includes in:
 - pay and benefits
 - terms and conditions of employment
 - dealing with grievances and discipline
 - dismissal
 - redundancy
 - leave for parents
 - requests for flexible working
 - selection for employment, promotion, training or other developmental opportunities

Our commitments

The organisation commits to:

1. Encourage equality, diversity and inclusion in the workplace as they are good practice and make business sense.



2. Create a club 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 members are recognised and valued.

This commitment includes training and all other members and employees about their rights and responsibilities under the equality, diversity and inclusion policy. Responsibilities include conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.

All members should understand they, as well as their Flag Officers, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their membership, against fellow members and employees, and the public.

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow members, visitors, the public and any others in the course of the clubs activities.

Such acts will be dealt with as misconduct under the organisation's grievance and disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, 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.

4. Make opportunities for training, development and progress available to all members, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the club.

5. Make decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).

6. Review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.

7. Where appropriate, monitor the make-up of the membership regarding information such as age, sex, background, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy.

Monitoring will also include assessing how the equality, diversity and inclusion policy, are working in practice, reviewing them annually, and considering and taking action to address any issues.

Agreement to follow this policy

The equality, diversity and inclusion policy is fully supported by the Club Officers and has been agreed with our membership.



Our disciplinary and grievance procedures

Details of the organisation's grievance and disciplinary policies and procedures can be found in the Club Articles and Bylaws. This includes with whom a member or employee should raise a grievance – usually their respective Club Officer and/or Welfare Officer.

Use of the Club's grievance 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.