

Equality, Diversity and Inclusion Policy

1 Introduction

St Margaret's Gallery has been established to advance education in the arts by the establishment and maintenance of an art gallery. We aim to engage and inspire the local community with art in public places, encouraging audience engagement and participation by increasing the understanding of the arts. We aim to support artists and bring works and events of quality and imagination to Norwich, and to enable projects which increase accessibility to the arts, support local businesses and help the arts to become valued as a vital part of local life.

2 Policy Statement

We believe that all people are of equal value in a diverse society and that diverse views, skills and attributes should be recognised and celebrated within our work. We are committed to ensuring that our activities, governance and management practices do not discriminate, directly or indirectly, against any individual, group or community.

We recognise that some people face disadvantage and discrimination in accessing and participating in the arts, and others feel that the arts are not relevant to them. We aim to combat all forms of bias and discrimination and recognise that every individual has the right to equal treatment, equal respect and equal access to our activities, volunteering and employment opportunities.

We actively seek and welcome the participation and involvement of different people, organisations and communities in developing our plans and delivering our activities. Working with partners, we aim to deliver an artistic programme which is as accessible as possible to all members of the public in the varied communities in which the work is presented and to do all we can to remove barriers to involvement and participation in the arts.

3 What we mean by Equality, Diversity and Inclusion

Equality is about ensuring every individual has an equal opportunity to make the most of their potential

Diversity is about celebrating and valuing differences, whether they be background, knowledge, skills or experience.

Inclusion is about striving to ensure everyone feels valued, welcome and can contribute equally regardless of who they are, where they are from or what they are going through.

4 Equality Act 2010

We will ensure that we comply with our duties under the Equality Act 2010 to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity
- Foster good relations between people who share a protected characteristic (see below) and those who do not

The Equality Act defines nine 'protected characteristics' which may lead to discrimination and disadvantage in the delivery of services and the employment of staff.

- Age
- Disability (including mental health)
- Gender reassignment
- Marriage and Civil Partnership Status
- Pregnancy & Maternity
- Race
- Religion or belief
- Sex
- Sexual Orientation

5 Governance

The St Margaret's Gallery Trustees are responsible for ensuring that all our activities are delivered in line with our Equality, Diversity and Inclusion Policy. Trustees will take appropriate action in response to any reports of discrimination, victimisation or harassment, in line with St Margaret's Gallery policies.

6 Scope of the Equality, Diversity and Inclusion Policy

Our commitment to ensuring Equality and Diversity and Inclusion covers:

a Communications

We aim to ensure that the information and messages that we provide are clear and accessible by:

- Produce information in 'Plain English' and 'Easy Read' formats and in other languages and formats as appropriate and where possible, given the resources available,
- Present images that show a diversity of people and situations,
- Proactively distribute information about St Margaret's Gallery activities to groups and locations who may not otherwise receive it,
- Work with community groups, schools and other organisations and provide them with materials to promote St Margaret's Gallery activities to their members,
- Use social media to promote what we do and the achievements of members,
- Make contacts with the local press and media to run stories about our activities.

b Activities

We aim to develop and deliver activities that are relevant and accessible to a wide range of audiences of local people and visitors. This will include:

- Consulting a range of people, groups and organisations to help us to develop our activities and programmes
- Developing programmes, activities and themes that reflect the lives and experiences of a range of people and groups
- Doing what we can to reduce financial barriers to participation
- Ensuring that the venues we use are accessible and welcoming to all groups of people
- Ensuring that artists, sessional workers and other contractors are aware of and work in accordance with St Margaret's Gallery policies and procedures.

c Partnerships

We will build good working relationships with other organisations to help us to implement this Policy, including:

- Developing links with local and national arts organisations to identify areas of good practice and investigate possibilities for joint work,
- Identifying opportunities for joint work and partnerships with organisations working with people who face disadvantage and discrimination in accessing and participating in arts activities.
- Ensuring that the venues we use for our activities follow best practice in equality, diversity and inclusion.

d Involvement of volunteers

We aim to promote equality, diversity and inclusion in our recruitment and support of volunteers and aim to ensure that no applicant for a volunteering role receives less favourable treatment or is disadvantaged. This will include:

- Developing volunteer recruitment policies and practices that maximise applicants' opportunity to show what they can offer the organisation
- Developing volunteering policies and procedures that ensure that volunteers are not discriminated against or disadvantaged during their time with us and that they are confident about the organisation's response to issues of discrimination or harassment
- Monitoring the protected characteristics of people who apply to volunteer with us and take active steps to encourage groups of people who are not submitting applications to apply
- Ensuring all volunteers are trained in equality and diversity and in recognising and responding to instances of discrimination or harassment

7 Monitoring and Reporting

An annual Equality and Diversity report will be presented to the Board by the lead Trustee, which will include any reports of harassment or discrimination made by anyone involved with the organisation.