

# Shedfield Reading Room Management Committee

## Equality and Diversity Policy

### **Policy Statement**

Shedfield Reading Room Management Committee is committed to diversity and equality of opportunity. The Committee will aim to ensure that individuals are treated fairly, with dignity and respect regardless of their age, marital status, disability, race, faith, gender, language, social/ economical background or being lesbian or gay and any other inappropriate distinction;

### **Scope of the Policy**

This policy applies to all Shedfield Reading Room Management Committee members, together with those contracted to work for the Committee and those hiring the premises.

### **Responsibilities**

**The Chairman** is responsible for:

- Ensuring the Committee meets its legal obligations in respect of legislation relating to equal opportunities.
- Ensuring that procedures relating to staff recruitment, selection, and grievance are carried out in accordance with the Equality and Diversity Policy.
- Ensuring that procedures for hiring the premises are carried out in accordance with the Equality and Diversity Policy.
- Investigating non-adherence and taking appropriate action in relation to the nature of the incident.

### **Monitoring and Review**

The policy will be reviewed annually.

Chairman  
18 August 2018.