



Equality and Diversity Policy

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1. INTRODUCTION

- 1.1 The main objective of the Gwynedd and Anglesey School Music Service (GCYGM) is to promote and encourage musical activity in Wales particularly by promoting expressive art and music in the context of dance, drama, poetry, television and film. This is achieved through our provision of instrumental music and vocal lessons to around 5,000 pupils by around 50 experienced tutors, our musical instruments lending service and the regional and county ensembles.

2. PURPOSE

- 2.1 This policy outlines GCYGM's commitment to promoting diversity and achieving equality, we aim to maintain a service that is inclusive and fair.

3. SCOPE

- 3.1 The policy is applicable and operational across all the service's activities.

4. STATEMENT

- 4.1 We are committed to ensuring equal opportunities and promoting diversity and inclusion across all services and procedures making them reflective and supportive of the diverse needs of our service users and employees. We will align with the Equality Act 2010, and will not discriminate on the basis of:

- class
- nationality, ethnic origin, race
- sex
- marital status
- sexuality
- mental or physical disability
- religious or political belief

5. POLICY DETAILS

5.1 Providing services

- 5.1.1 We recognise the value of diversity and will aim to deliver an inclusive musical experience free from discrimination in all forms, but also doing what we can to positively promote diverse and inclusive services. We will take positive action to ensure that we do not discriminate when providing our services.
- 5.1.2 When we plan and deliver our services our aim will be to ensure a welcoming environment which is accessible to all, and take practical steps to respond effectively to service user needs.

5.2 Employment

- 5.2.1 We are committed to offering equal opportunities as an employer and do not discriminate against any applicant for a post or any worker because of sex, marital status or parental status, religion or political belief, colour, race, ethnicity, creed, being lesbian or gay, trans-sexual, age, disability, past offences, employment status or any other criteria which are irrelevant to the matter in question. This principle is also applicable to all aspects of employment, including pay, working hours, holiday periods, determining duties, harassment, recruiting, training, promotion and dismissal.

5.3 Responsibility and leadership

- 5.3.1 The Trustees are totally committed to implementing this policy effectively, the responsibility for implementation will be part of the Creative Director's responsibilities.
- 5.3.2 All staff and third parties working on behalf of GCYGM will adhere to this policy. Failure to do so could lead to the triggering of the disciplinary procedure which could lead to dismissal. Equally, any employee who feels that they are suffering inequality on any basis should implement the complaints procedure.
- 5.3.3 Staff can challenge as individuals or staff group any discriminatory attitudes, comments and behaviour.
- 5.3.4 We ensure that there are formal and informal frameworks for regular dialogue on matters of discrimination to allow exchange of views, thoughts, feelings and information.
- 5.3.5 We acknowledge and accept that we have an important role within the community and that the responsibility of promoting relationships is based on equality with stakeholders.

5.4 Dealing with complaints

- 5.4.1 It is the responsibility of the Creative Director to investigate every formal complaint with regard to discrimination, persecution and harassment.
- 5.4.2 We acknowledge that individuals can feel frustrated regarding making a complaint of racial or sexual harassment. This can be for a number of reasons, like fear of retaliation; shame; thinking that others regard the behaviour to be trivial; fear that the complaint will not be taken seriously and that no steps will be taken against the person who is harassing, or a lack of information regarding the appropriate action to be taken. Therefore, the staff have a right to include their recognized union or colleague in the complaints procedure.
- 5.4.3 In a complaints case, the individual will determine what counts as harassment and whether or not to make a formal complaint.
- 5.4.4 If the Creative Director, following an investigation, accepts that there has been a case of harassment, then the matter will be dealt with according to the Disciplinary Procedure.

5.5 Definitions

- 5.5.1 It is considered that direct discrimination means treating a person, on the basis of the aspects listed in 4.1 above, less favourably than others would be, or would not be treated in the same circumstances.
- 5.5.2 Indirect discrimination means imposing a condition which is, whether deliberately or not, having an unfavourable effect on one particular group.
- 5.5.3 Harassment is any behaviour, deliberate or not, which disturbs another person, behaviour that they do not welcome, which is abusive, repugnant, which causes embarrassment to

them, and which could be a threat to the worker's job security or create a work environment which is difficult or threatening.

- 5.5.4 Persecution is treating a person less favourably than others because he/she has demanded their rights according to this policy or the relevant legislation.

6. Monitoring and reporting

- 6.1 The implementation of this policy will be monitored closely, with any incidents of failing to comply being reported to the Trustees.

7. Reviewing

- 7.1 This policy will be reviewed every 3 years, or as a result of any legislative change.

Adopted by the GCYGM Board of Trustees on the 10th April 2025