



Dixon Park
Harrier Way
Ballyclare
Co. Antrim
BT39 9BB

EQUAL OPPORTUNITY POLICY AND PROCEDURES

Policy

It is our policy to provide equality to all, irrespective of:

- Gender, including gender reassignment
- Marital or civil partnership status
- Having or not having dependants
- Religious belief or political opinion
- Race (including colour, nationality, ethnic or national origins, being an Irish Traveller)
- Disability
- Sexual orientation
- Age.

We are opposed to all forms of unlawful and unfair discrimination. All members, part or full time employees, volunteers, coaches, players and job applicants, will be treated fairly and will not be discriminated against on any of the above grounds.

Decisions about recruitment and selection, promotion, training or any other benefit will be made objectively and without unlawful discrimination.

We recognise that the provision of equal opportunities is not only good management practice, it also makes sound business sense. Our equal opportunities policy will help all those who work for us, either as volunteers or as paid employees, to develop their full potential and the talents and resources of the workforce will be utilised fully to maximise the efficiency of the Club.

We are therefore committed to:

- Promoting equality of opportunity for all persons
- Promoting a good and harmonious working environment in which all persons are treated with respect
- Preventing occurrences of unlawful direct discrimination, indirect discrimination, harassment and victimisation

- Fulfilling all our legal obligations under the equality legislation and associated codes of practice
- Complying with our own equal opportunities policy and associated policies
- Taking lawful affirmative or positive action, where appropriate
- Regarding all breaches of equal opportunities policy as misconduct which could lead to disciplinary proceedings.

This policy is fully supported by the Management Committee.

Operational Procedures

The Club Chairman has specific responsibility for the effective implementation of this policy. We expect all our employees to abide by the policy and help create the equality environment which is its objective.

In order to implement this policy we shall:

- Communicate the policy to members, employees, volunteers, coaches, players and job applicants.
- Incorporate specific and appropriate duties in respect of implementing the equal opportunities policy into job descriptions and work objectives of all staff.
- Provide all members, employees, coaches, players and volunteers with a copy of the Equal Opportunities Policy.
- Ensure that those who are involved in assessing candidates for recruitment will be reminded of the requirement under the Equal Opportunities Policy for non-discriminatory selection techniques.
- Incorporate equal opportunities notices into general communication practices (eg, club website and match day programme).
- Ensure that adequate resources are made available to fulfil the objectives of the policy.

The effectiveness of our equal opportunities policy will be reviewed regularly by the Management Committee and action taken as necessary.

Complaints Procedures

Members, employees, volunteers and job applicants who believe that they have suffered any form of discrimination, harassment or victimisation are entitled to raise the matter through the Management Committee. All complaints of discrimination will be dealt with seriously, promptly and confidentially.

In addition to our internal procedures, employees have the right to pursue complaints of discrimination to an industrial tribunal or the Fair Employment Tribunal under the following anti-discrimination legislation:

- Sex Discrimination (Northern Ireland) Order 1976
- Disability Discrimination Act 1995
- Race Relations (Northern Ireland) Order 1997

- Employment Equality (Sexual Orientation) Regulations (Northern Ireland) 2003
- Fair Employment and Treatment (Northern Ireland) Order 1998
- Employment Equality (Age) Regulations (Northern Ireland)
- 2006 Equal Pay Act (Northern Ireland) 1970

However, members, employees, volunteers and job applicants wishing to make a complaint to a tribunal will normally be required to raise their complaint under our internal grievance procedures first.

Every effort will be made to ensure that employees who make complaints will not be victimised. Any complaint of victimisation will be dealt with seriously, promptly and confidentially. Proven victimisation will result in relevant disciplinary action.