



BRISTOL ROVERS
FOOTBALL CLUB

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Equal Opportunities & Diversity Policy

Introduction

Bristol Rovers Football Club is an equal opportunity employer and is committed to a policy of treating all its employees and job applicants equally. BRFC will avoid unlawful discrimination in all aspects of employment including recruitment and selection, promotion, transfer, opportunities for training, pay and benefits, other terms of employment, discipline, selection for redundancy and dismissal.

It is the policy that BRFC take all reasonable steps to employ and promote employees based on their abilities and qualifications without regard to age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality and ethnic or national origins), religion or belief, sex and/or sexual orientation. In this policy, these are known as the 'protected characteristics.' BRFC will appoint, train, develop and promote based on merit and ability alone. This policy applies to everyone employed by Bristol Rovers Football Club (BRFC) and prospective employees.

The Club also aims to provide a service that does not discriminate against its customers in the means by which they can access the services and goods supplied by Bristol Rovers FC. The Club believes that all employees, volunteers and clients are entitled to be treated with respect and dignity.

Objectives of this Policy

- To prevent, reduce and stop all forms of unlawful discrimination in line with the Equality Act 2010
- To ensure that recruitment, promotion, training, development, assessment, benefits, pay, terms and conditions of employment, redundancy and dismissals are determined on the basis of capability, qualifications, experience, skills and productivity

Types of Discrimination

Direct Discrimination

This occurs when a person or a policy intentionally treats a person less favourably than another on the grounds of race, sex, pregnancy and maternity, marital or civil partnership status, gender reassignment, disability, religion or beliefs, age or sexual orientation.

Direct Discrimination

This is the application of a policy, criterion or practice which the employer applies to all employees or volunteers but which is such that:

- It is detrimental to a considerably larger proportion of people from the group that the person the employer is applying it to represents;
- The employer cannot justify the need for the application of the policy on a neutral basis
- The person to whom the employer is applying it suffers detriment from the application of the policy

Example: A requirement that all employees or volunteers must be 6ft tall if that requirement is not justified by the position would indirectly discriminate against employees with an oriental ethnic origin, as they are less likely to be able to fulfil this requirement.

Discrimination by Association

This comes about when someone is treated unfavourably on the basis of another person's protected characteristic.

Example: A candidate who has been told that she is getting a job is suddenly deselected after revealing that she has a severely disabled child with complicated care arrangements. The job withdrawal could amount to discrimination because of her association with a disabled child (disability being a protected characteristic).

Discrimination by association does not apply to all protected characteristics. Marriage and civil partnership plus pregnancy and maternity are not covered by the legislation. Nor does it apply to indirect discrimination by association, it has to be direct.

Harassment

This occurs when a person is subjected to unwanted conduct that has the purpose or effect of violating their dignity or creating an intimidating, hostile degrading, humiliating or offensive environment.

Victimisation

This occurs when a person is treated less favourably because they have brought or intend to bring proceedings or they have given or intend to give evidence.

Unlawful Reasons for Discrimination

Sex

It is not permissible to treat a person less favourably on the grounds of sex, marital status, civil partnership, pregnancy or maternity, gender reassignment or transgender status. This applies to men, women and those undergoing or intending to undergo gender reassignment. Sexual harassment of men and women can be found to constitute sex discrimination.

Example: Asking a woman during an interview if she is planning to have any (more) children constitutes discrimination on the ground of gender.

Age

It is not permissible to treat a person less favourably because of their age. This applies to people of all ages. This does not currently apply to the calculation of redundancy payments.

Disability

It is not permissible to treat a disabled person less favourably than a non-disabled person. Reasonable adjustments must be made to give the disabled person as much access to any services and ability to be employed, trained, or promoted as a non-disabled person.

Race

It is not permissible to treat a person less favourably because of their race, the colour of their skin, their nationality or their ethnic origin.

Sexual Orientation

It is not permissible to treat a person less favourably because of their sexual orientation. For example, an employer cannot refuse to employ a person because s/he is homosexual, heterosexual or bisexual.

Religion or Belief

It is not permissible to treat a person less favourably because of their religious beliefs or their religion or their lack of any religion or belief.

Employee Responsibilities:

- To ensure your behaviour and actions support the principles described in this policy and BRFC values.
- To act fairly and compassionately, treating other people as individuals responding to their needs
- Respect others' privacy, dignity and differences.

- Take account of your own behaviour and its effects on others you must not harass, bully or intimidate others or encourage other people to do so.
- A responsibility to draw to the attention of your manager any suspected discriminatory acts or practices.
- All allegations will be taken seriously by the club.
- To support colleagues who suffer such treatment.
- To support colleagues who raise allegations of bullying, harassment or discriminatory practices.

BRFC Responsibilities:

- To take all reasonable steps to ensure that employees are treated fairly in all aspects of your employment.
- To treat employees and prospective employees fairly based on their experience, abilities and qualifications, without regard to any protected characteristic.
- To create an environment in which individual differences and the contributions of everyone is recognised and valued.
- To provide a work environment in which you are treated with respect and dignity and that is free of intimidation, bullying and harassment.
- To take appropriate action against any third parties who are found to have committed an act of improper or unlawful harassment against an employee.
- To promote fairness and equality in the workplace
- To ensure all staff are made aware of this policy and understand what acceptable and unacceptable behaviour is.
- Take all reasonable steps to ensure no direct or indirect discrimination occurs in all aspects of employment.
- Monitoring and assessing how this policy, other policies and supporting action plans are working in practice and taking action to address any issues.

Recruitment & Selection:

The recruitment process will be conducted in such a way as to result in the selection of the most suitable person for the job in respect of abilities and qualifications. BRFC is committed to applying its equal opportunities policy at all stages of recruitment and selection.

Advertisements

Recruitment publicity will aim to positively encourage applications from all suitably qualified people. When advertising job vacancies, to attract applications from all sections of the community, BRFC will as far as reasonably practicable:

1. ensure advertisements are not confined to those areas or publications which would exclude or disproportionately reduce the numbers of applicants with a particular protected characteristic.
2. avoid setting any unnecessary provisions or criteria which would exclude a higher proportion of people with a particular protected characteristic.

Where vacancies may be filled by promotion or transfer, they will be published in such a way that they do not restrict applications from employees with a particular protected characteristic.

Selection Methods

The selection process will be carried out consistently for all jobs at all levels. The selection will be based on the job requirements and your suitability and ability to do the job in question. Person specifications and job descriptions will be limited to those requirements that are necessary for the effective performance of the job. Candidates for employment, promotion or transfer will be assessed objectively against the requirements for the job.

If you are disabled, BRFC will make reasonable adjustments to work provisions, criteria or practices or to physical features of work premises or to provide auxiliary aids or services to ensure that a disabled person is not placed at a substantial disadvantage in comparison with persons who are not disabled.

Selection tests/exercises

Any selection exercises which are used will relate to a particular job requirement and ability to do or to train for the role. Questions or exercises on matters which may be unfamiliar to applicants with a particular protected characteristic will not be included in the tests if they are unrelated to the requirements of the particular job.

Interviewing

Wherever possible, all applicants will be interviewed by at least two people. All questions that are put to the applicants will relate to the requirements of the job. If it is necessary to assess whether personal circumstances will affect the performance of the job (for example, if the job involves unsociable hours or extensive travel), this will be discussed objectively, without detailed questions based on assumptions about any of the protected characteristics.

Induction and job-related training

The induction process is vital for ensuring that new employees are made to feel welcome by BRFC. An induction plan will be prepared in readiness for you starting with BRFC. You will have the opportunity to review and add to this plan during your first few weeks.

BRFC will provide you with the necessary training to enable you to perform your role effectively. Training and development will be aimed at developing skills and knowledge so that you may achieve standards and targets and to update skills and learn new ones so that you may move from one job role to another.

Reasonable Adjustments

The club has a duty to make reasonable adjustments to facilitate the employment of a disabled person. These may include:

- making adjustments to premises
- re-allocating some or all of a disabled employee's duties
- transferring a disabled employee to a role better suited to their disability
- relocating a disabled employee to a more suitable office
- giving a disabled employee time off work for medical treatment or rehabilitation
- providing training or mentoring for a disabled employee
- supplying or modifying equipment, instruction and training manuals for disabled employee
- any other adjustments that the Club considers reasonable and necessary provided such adjustments are within the financial means of the Club

Terms of employment, benefits, facilities, and services

All terms of employment, benefits, facilities, and services will be reviewed from time to time to ensure that there is no unlawful direct or indirect discrimination because of one or more of the protected characteristics.

Equal Pay and Equality of Terms

BRFC is committed to equal pay and equality of terms in employment. It believes its male and female employees should receive equal pay where they are carrying out like work, work rated as equivalent or work of equal value. To achieve this, BRFC will endeavour to maintain a pay system that is transparent, free from bias and based on objective criteria.