The British Equestrian Federation Equal Opportunities and Equality Policy

July 2012

Equality in equestrianism is about making sure everyone has a chance to be involved. It is also about encouraging and increasing the involvement of groups at all levels of equestrian activity by recognising that inequalities exist and taking steps to address them by creating opportunities where currently there are few available.

1. Policy Objectives

1.1. The BEF is fully committed to the principles of equality of opportunity and aims to ensure that no individual receives less favourable treatment on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, pregnancy, religion or belief , class or social background, sexual orientation, marital status gender reassignment or political belief. This includes all those involved in whatever capacity - riders, drivers, vaulters, employees, coaches, officials, other volunteers and spectators.

1.2. The BEF will ensure wherever it is reasonable and within BEF's direct control that there is open access to all those who wish to participate in all aspects of equestrian activity and that they are treated fairly.

1.3. This policy reflects BEF's mission statement of More People, More Places, More Medals, More Horses and alongside our member organisations we will look to positively influence the opportunities our individual members and current and future participants.

2. Purpose of the Policy

2.1 The BEF recognises that ours is a diverse society and is committed to taking reasonable steps to provide equal opportunities for all to take part in equestrian sport. Where individuals may have additional requirements for taking part or where barriers to participation exist BEF will consider how these are best addressed to ensure that the sport is accessible for everyone.

2.2 This Policy has been produced to try to prevent and address any unlawful discrimination or other unfair treatment, whether intentional or unintentional, direct or indirect, against Stakeholders that may preclude them from participating fully in the sport and related activities.

3. Legal Requirements

3.1 The BEF is required by law not to unlawfully discriminate against its Stakeholders and recognises its legal obligations under, and will abide by the requirements of, the Equality Act 2010, and any equivalent legislation (as amended) in any UK jurisdiction, Jersey, Guernsey or the Isle of Man and any later amendments to such legislation or subsequent equality related legislation that may be relevant to the BEF.

3.2 The BEF will seek advice each time this Policy is reviewed to ensure it continues to reflect the current legal framework and good practice.

4. Discrimination, harassment, bullying and victimisation

4.1 The BEF recognises that discrimination can take the following forms:

Direct Discrimination: treating someone less favourably than you would treat others because of a Protected Characteristic.

*Indirect Discrimination: a*pplying a provision, criterion or practice which, on the face of it, applies equally to all but which, in practice can disadvantage individuals with a particular Protected Characteristic. Such requirements or conditions are lawful only if they can be objectively justified.

When decisions are made about an individual, the only personal characteristics taken into account will be those which, as well as being consistent with relevant legislation, are necessary to the proper performance of the work involved.

4.1 Harassment: engaging in unwanted conduct relating to a relevant Protected Characteristic or unwanted conduct of a sexual nature where the conduct has the purpose or effect of violating the recipient's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for the recipient, or any other individual affected by such conduct. The BEF is committed to ensuring that its Stakeholders are able to conduct their activities free from harassment.

4.2 Bullying: the misuse of power or position to criticise persistently or to humiliate and undermine an individual's confidence.

4.3 Victimisation: subjecting someone to a detriment because he or she has in good faith taken action under the Equality Act 2010 (or equivalent legislation) by bringing proceedings, giving evidence or information in relation to proceedings, making an allegation that a person has contravened the Equality Act 2010 (or equivalent legislation) or doing any other thing for the purpose of or in connection with the Equality Act 2010 (or any equivalent legislation).

4.4 The BEF regards discrimination, harassment, bullying or victimisation, as described above, as serious misconduct. All complaints will be taken seriously and appropriate measures including disciplinary action may be brought against any employee, volunteer or member who unlawfully discriminates against, harasses, bullies or victimises any other person.

5 Responsibility, implementation and communication

5.1 The following responsibilities will apply:

5.1.1 The Board of directors of the BEF will endorse and be responsible for ensuring that this Equal Opportunities and Equality Policy is implemented and will deal with any actual or potential breaches.

5.1.2 The BEF Chief Executive has the overall responsibility for the implementation of this Equality Policy.

5.1.3 An appropriate, specific member of staff has the overall responsibility for managing and monitoring the implementation of the Equality Action Plan and this will form a key part of their work plan supported by the BEF Equality and Child Protection Group.

5.1.4 All employees, volunteers, and participants have responsibilities to respect, follow and promote the spirit and intentions of this Equality Policy. Individual work programmes for BEF staff will be amended to include equality related tasks where appropriate.

5.2 This Equality Policy will be implemented immediately following Board agreement. At a corporate level, this will result in the following actions:

5.2.1 All staff (both permanent and contract) will be provided with a copy of this policy.

5.2.2 The BEF will take measures to ensure that its employment practices are non – discriminatory, including ensuring that job packs include a copy of the BEF Equality Statement.

5.2.3 The BEF will ensure that no job applicant will be places at a disadvantage by requirements or conditions that are not necessary to the performance of the job or that constitute unfair discrimination.

5.2.4 A planned approach will be adopted to identify, address and eliminate barriers to discriminate.

5.2.5 The policy will be referenced in Service Level Agreements/ contracts with partner organisations, consultants and advisers used by the BEF will be encouraged to demonstrate their commitments to the principles and practice of equality.

5.3 This Equality Policy will be communicated in the following ways:

5.3.1 It will included in the staff handbook and referenced within code of conduct documents.

5.3.2 The Policy will be highlighted in all staff and volunteer inductions;

5.3.3 The BEF will promote continual personal development for all employees and volunteers to support equal opportunities and equality within the organisation and, where appropriate provide specialist facilities, equipment or training.

5.3.4 All member organisations will be made aware of the policy's existence when they join and a summary of any revisions will be published in the BEF year book.

5.3.5 A copy of this Equality Policy will be publicly available on the BEF website and member organisations will be encouraged to make reference to it, as appropriate to each organisation through their own websites and publications.

5.3.6 When this policy is reviewed, staff, members and volunteers will have the opportunity to engage with this process and will be updated as to any amends and changes to the policy that arise.

6 Actions

6.1 The BEF will produce, maintain and monitor an Equality Action Plan to ensure the objectives of this Equality Policy are consistently delivered throughout all areas of the organisation and in alignment with our mission statement of More People, More Places, More Medals, More Horses.

6.2 The BEF recognises that, in some cases, to further the principle of equality, an unequal distribution of resources may be required. If appropriate and proportionate, The BEF will consider positive action or may introduce special measures to assist any group with a Protected Characteristic which is currently underrepresented within its staff, volunteers or members and to promote opportunities for all to participate in the sport.

7 Monitoring and Evaluation

7.1 A review of this Equality Policy will take place as and when required, but not less than once every three years, unless there is a change in legislation or proposal to the Board that requires amendments to be made in the interim.

7.2 The Equality Action Plan, created to ensure the objectives of this Equality Policy are delivered, will be reviewed by the Chief Executive and BEF Equality and Child Protection group regularly, but in any event not less than once every 12 months.

7.3 On an annual basis, statistical and, if appropriate qualitative, information will be collected and a report will be produced by the Chief Executive for the Board. Once approved by the Board the report will be published internally, to show the impact of this Equality Policy.

8 Complaints Procedures

8.1 To safeguard individual rights under this Equality Policy, any job applicant, employee, volunteer, or participant who believes they have suffered inequitable treatment within the scope of this Equality Policy may raise the matter through the BEF grievance procedure.

8.2 Appropriate disciplinary action will be taken against any employees, volunteer or member who violates the BEF Equal Opportunities and Equality Policy.

8.3 An individual raising an employee grievance will not be penalised for doing so unless it is untrue and not made in good faith.

8.4 As with all grievance and disciplinary procedures, the final point of appeal relating to this policy is the BEF appeals committee.

Additional Information

9.1 As equestrianism is not a gender affected sport under the Equality Act 2010 there are deemed to be no restrictions on participation by transgender athletes and therefore no separate policy has been developed at this time.