



Equality and Diversity Policy

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Owner: Chair of Trustees

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The Under 17 Car Club Charitable Trust Registered in England 07847436
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Statement

The Under 17 Car Club Charitable Trust (the Trust) believes that its success through its main trading entities – the Under 17 Car Club and Pathfinder – is a direct result of the experience, commitment and quality of its volunteers. We are, therefore, committed to focusing our volunteer engagement and practices on maximising the potential of each unique individual so that this in turn is applied to every Member, Associate, Student, Instructor, Marshal, Venue Controller and everyone involved in supporting the Trust's activities and aims. We believe this is best achieved by developing our volunteers' talents, whilst recognising their differences.

By treating people fairly and equally, and by accepting and embracing their diversity, we can also improve our market competitiveness, foster innovation, remain legislatively compliant, enhance our reputation and create an inclusive and positive environment for all volunteers and their families.

It is the Trust's policy that no person acting on its behalf shall discriminate in any situation against another individual or group, directly, indirectly, because of age, sex, disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief and sexual orientation. The Trust also endorses the principle that the volunteers at each event should reflect, as far as is reasonably practicable, the community within which it operates.

These principles apply to the selection, training, appointment, benefits and performance feedback, in addition to all the terms and regulations governing the Trust's activities.

Scope

This policy covers all the Trust's volunteers, including Trustees, Directors and Officers, regardless of position or status, and to any contractors or subcontractors.

Aims

- To ensure equality, diversity and inclusion in the Trust's event locations, communication media and community.
- To offer fair treatment in every aspect of being one of the Trust's volunteers, from our written procedures through to every decision made.
- To promote a culture where each volunteer, colleague, Member, Student and Associate and is treated with respect and dignity and recognises the value that a diverse collection of individuals can bring.

To achieve these aims, the Trust commits to the following:

- Ensure that the principles of this policy are embedded in the Trust's strategy and all policies and procedures are regularly monitored and reviewed.

- Provide awareness training and guidance to all volunteers to ensure the Trust's commitment to diversity is known and understood. This will be achieved mainly through our internal briefings, training, meetings, websites and actions.
- Monitor diversity in relation to all volunteers to remove any direct, indirect, associative and perceptive discrimination.
- Challenge and investigate discriminatory behaviour and enforce the disciplinary procedures, when this is considered necessary.
- Communicate and regularly review the positive initiatives that have been implemented and ensure ever-wider access to them.
- Support the communities in which deliver events and work to ensure that we are involved, accessible, and socially responsible.
- Work with external groups and advisory bodies to keep up to date with best practice and how issues are dealt with.

Recruitment

The Trust's volunteer selection process is based solely on the necessary and justifiable assessment of an individual's suitability to support the aims of the Trust, both generally and in regard to specific role(s).

All volunteers are welcomed and guided towards specific contributions based only on their abilities and the needs of the organisation. The objective is to make volunteer acceptance solely on the grounds of their suitability to perform the tasks offered and available to an appropriate standard.

Training and Development

The Trust ensures that all volunteers are given an opportunity to take part in role/ task specific training on at least an annual basis.

Reasonable adjustments for particular requirements

When a disabled person or anyone with particular requirements applies as a volunteer, we always consider such applications based on relevant skills, experience and knowledge. If you are disabled or have particular requirements, the Trust will do its best to make reasonable adjustments to the role/tasks to meet the needs of individuals.

Grievance and harassment

While it is hoped and intended that most problems relating to being part of the Trust's volunteer community can be resolved on an informal basis, a grievance procedure is set out in the Club Rules and Constitution so that complaints of genuine concern can be dealt with equitably.

Any volunteer who believes he/she has been discriminated against, harassed or bullied should raise the matter under the Club Rules and Constitution, or by using the Trust's Open Door Policy (where any volunteer can discuss any matter with a Trustee in complete confidence).

By having clear and well-publicised grievance and harassment procedures in place, the Trust ensures that every opportunity is provided to address any area or situation where discrimination or inappropriate behaviour is perceived to have arisen.

Disciplinary Procedure

The Trust takes a serious view of any and all discrimination, and breaches of this policy are deemed as misconduct. Any such actions will be investigated as possible disciplinary offences and dealt with in accordance with the Trust's Club Rules and Constitution.

All volunteers have a shared responsibility to ensure that this Equality and Diversity Policy is adhered to and to promote dignity and equality of opportunity and treatment at Trust events, on Trust business or otherwise acting or representing on the Trust's behalf.

Responsibilities

Whilst we all have a collective responsibility to ensure this policy is successfully adopted, there are specific responsibilities within this area:

Trustees and Directors

All Trustees are responsible for implementing and enforcing this policy, and ensuring that the Trust's trading entities' Directors and Officers are aware of their responsibilities.

Trustees should promote, respect and encourage each volunteer to reach their full potential and deal appropriately with any breach of this policy. Officers will ensure all volunteers are trained and made aware of their responsibilities under this policy.

Volunteers

All Trust volunteers, at every level, have an individual responsibility for ensuring equality of opportunity and adherence to this policy. This can be achieved by respecting the right to act on the Trust's behalf in an environment free from prejudice and discrimination, exhibiting the correct behaviours and challenging colleagues who fall short of these expectations.

Monitoring

We continuously review this policy, together with all our policies and practices, to maintain our focus on equality and diversity.