



**BRITISH
TAEKWONDO**

Equality, Diversity and Inclusion Policy

Date	Version	Author	Board Approved	Review Date	Published
June 2020	1	Rachel Smith	Yes	June 2023	Yes
June 2023	2	Sarah Howard	04/07/2023	June 2024	Yes

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To be read in conjunction with the following policies:

- British Taekwondo Safeguarding Policy (and related policies)
- British Taekwondo Complaints & Disciplinary Policy
- British Taekwondo Code of Conduct
- British Taekwondo Trans Inclusion Policy

SECTION 1 POLICY

1.1 Introduction & Aims

British Taekwondo is committed to creating an environment free from discrimination, bullying, harassment or victimisation, wherein everyone is treated with respect and dignity.

British Taekwondo aims to create a culture of diversity, providing a dynamic environment, whereby everyone is valued for their contribution and individuality.

We are committed to providing equality of opportunity for all, irrespective of:

- i. age
- ii. disability
- iii. ethnicity (including race, colour and nationality)
- iv. gender (including gender reassignment, marital status, pregnancy or maternity)
- v. religion, belief
- vi. sexual orientation (including civil partnership status)

British Taekwondo aim to ensure:

- equality of opportunity for people who wish to practise Taekwondo in the United Kingdom and other territories under the authority of British Taekwondo. British Taekwondo is responsible for ensuring that no job applicants, employees, workers, office holders, volunteers, participants or members (together 'Stakeholders') are unlawfully discriminated against because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation (together the 'Protected Characteristics').
- that anyone participating or wishing to participate in taekwondo can do so in a discrimination free, inclusive environment
- that all Stakeholders are given the same opportunities regardless of their socio-economic backgrounds or political persuasion.

This commitment includes ensuring all coaches and volunteers understand their rights and responsibilities and those of their members under this Equality, Diversity and Inclusion Policy.

The principles of equality, diversity and inclusion are underpinned by British Taekwondo core values, strategic aims and current equality legislation.

Furthermore:

- British Taekwondo will require members, clubs and affiliated associations, to adopt and prove their commitment to the principles and practice of equality, diversity and inclusion as set out in this policy.
- British Taekwondo adopts a zero-tolerance stance to any breaches of this policy and will take seriously any complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, members, volunteers, suppliers, visitors and the public during the organisation's activities.
- British Taekwondo will encourage partner organisations including suppliers and sponsors to adopt and prove their commitment to the principles and practice of equality as set out in this Equality Policy.

British Taekwondo commits to investigate every concern raised under this policy through the Complaints & Disciplinary Policy.

1.2 Legal Requirements

British Taekwondo recognises its legal obligations under the Equality Act 2010 and any amendments thereafter.

The Equality Act defines nine protected characteristics:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

Not one protected characteristic has a higher priority than any other. Discrimination can be on the grounds of a single protected characteristic or a number of single, but unrelated, characteristics.

It is unlawful to discriminate directly or indirectly in recruitment, employment or in the provision of services because of a protected characteristic.

1.3 Reasonable Adjustments

A reasonable adjustment is a change or adaption to the physical space, working environment or process that has the effect of removing or minimising the impact of the individuals' impairment in the workplace or participation in the sport. There's no single answer to what would be classed as a reasonable adjustment as what might be considered 'reasonable' for one organisation might not be for another. The purpose, however, is to avoid as far as possible, by reasonable means, the disadvantage which a disabled person experiences because of their disability.

British Taekwondo will consider all requests for adjustments and where possible will accommodate reasonable requests and will work with disabled Stakeholders to implement any adjustments that will enable them to take part more fully in sports related activities.

As a responsible employer and National Governing Body, British Taekwondo will consider making reasonable adjustments to ensure that workplace requirements or practices do not disadvantage employees, potential employees or Stakeholders with a disability if:

- A disabled Stakeholder, employee or job applicant asks for adjustments to be made
- A disabled employee is having difficulty with any part of their job
- Either an employee's sickness record or delay returning to work is linked to their disability

British Taekwondo are accountable for deciding what reasonable adjustments will be made and will seek advice where appropriate when coming to a decision. The focus will be discussing reasonable adjustments with the relevant stakeholder.

Reasonable adjustments can be a complex area. ACAS have a helpline on 0300 123 1100 which can provide advice on specifics.

1.4 Definitions

Unlawful discrimination can take the following forms:

Direct discrimination.

Occurs where someone is treated less favourably directly because of a protected characteristic they possess.

Direct discrimination by association

Occurs when someone is treated less favourably directly because a protected characteristic of someone they are associated with, such as a friend, family member or colleague.

Direct discrimination by perception

Occurs when someone is treated less favourably directly because a protected characteristic they are thought to have, regardless of whether this perception by others is actually correct or not.

Indirect discrimination

This type of discrimination can be less obvious than direct discrimination. Indirect discrimination occurs where a provision, criterion or practice is applied equally to a group of employees, job applicants or Stakeholders but has (or will have) the effect of putting those who share a certain protected characteristic at a particular disadvantage when compared to others in the group and the employer is unable to justify it.

Discrimination arising from disability

Occurs when an employee or Stakeholder is treated unfavourably because of something connected with their disability.

Bullying

There are many definitions of bullying and harassment. It may be characterised as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power through means that undermine, humiliate, denigrate or injure the recipient. There can be circumstances when an

employee/Stakeholder might experience conduct amounting to both bullying and harassment, with the bullying part of the behaviour not related to a protected characteristic.

Harassment

Occurs when 'unwanted conduct' relating to a protected characteristic or of a sexual nature. It has the purpose or effect of violating a person's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual.

Victimisation

Occurs when an employee/Stakeholder is treated less favourably than others for:

- Making an allegation of discrimination; and/or
- Supporting a complaint of discrimination; and/or
- Giving evidence relating to a complaint about discrimination; and/or
- Raising a grievance concerning equality or discrimination; and/or
- Doing anything else for the purpose of (or in connection to) the Equality Act 2010

Victimisation may also occur because an employee/Stakeholder is suspected of doing one or more of these things.

British Taekwondo regards discrimination, harassment, bullying or victimisation, as described above, as serious misconduct. All complaints will be taken seriously and measures including disciplinary action may be brought against any Stakeholder who unlawfully discriminates against, harasses, bullies or victimises any other person.

1.5 Transgender Athletes

British Taekwondo considers that Taekwondo is a gender affected sport under the Equality Act 2010 and has therefore developed an independent policy addressing the needs of transgender athletes.

SECTION 2 APPLICATION

2.1 Implementation

British Taekwondo has an operation Equality, Diversity & Inclusion Action Plan which ensures the objectives of this policy are delivered. The Action Plan in conjunction with the policy is designed to increase diversity and inclusion within the organisation and its membership. The Board itself commits to maintaining diverse leadership and has a separate Diversity Action Plan to ensure strategic oversight of Equality, Diversity & Inclusion.

The operational action plan sets out the actions that British Taekwondo will take to improve accessibility to the sport and martial art. Making taekwondo more accessible will help to reduce inequalities and under representation in the sport.

It is a requirement of the Membership Regulations that members adopt and implement this policy.

British Taekwondo will regularly review its employment practices to ensure continued compliance with relevant legislation and good practice. All job packs sent out or advertised by British Taekwondo will contain a statement regarding Equality, Diversity and Inclusion.

No applicant for any post (including job applicants, consultant advisers, suppliers and volunteers) will be placed at a disadvantage by requirements or conditions which are not necessary to the

performance of the role or which constitute unlawful discrimination and British Taekwondo commits to interviewing persons with a disability who meet the minimum requirements of the role.

Suppliers and third-party providers used by British Taekwondo will be required to demonstrate their commitment to the principles and practice of equality.

2.2 Communication

The Equality, Diversity & Inclusion Policy will be communicated in the following ways:

- A copy of the policy will be given to all employees, both permanently and casually contracted. It will also be made widely available to all Stakeholders of British Taekwondo
- A copy of the policy will be publicly available on the British Taekwondo website
- British Taekwondo will promote continuing professional development for all employees and volunteers to support equal opportunities within the organisation and where appropriate provide specialist facilities, adapted conditions, equipment or training
- Additional information and guidance on the communication of the policy can be found within the Diversity Action Plan.
- Reference to the policy is made within the Code of Conduct

2.3 Roles & Responsibilities

- The Board of British Taekwondo is responsible for ensuring that this Equality, Diversity & Inclusion Policy is implemented, followed, and reviewed annually alongside the Diversity Action Plan and the Operational E, D & I Action Plan. It is also responsible for ensuring that this policy is enforced and any breaches are dealt with appropriately.
- A member of the Board has been appointed as the 'Equality Representative' and will ensure that equality is included as an agenda item at Board meetings when appropriate and that the Board takes equality issues into consideration when making decisions.
- The Chief Executive Officer has the overall responsibility for the implementation of this Equality, Diversity & Inclusion Policy.
- The Safeguarding & Compliance Officer has the overall day-to-day responsibility for the implementation of this Equality, Diversity & Inclusion Policy and for achieving any equality related actions resulting from it.
- All members and stakeholders have the responsibility to respect, follow and promote the spirit and intentions of this Equality, Diversity and Inclusion Policy.
- Everyone has a responsibility to ensure that they do not unlawfully discriminate, harass, bully or victimise anyone whilst carrying out duties and functions on behalf of British Taekwondo and are responsible for promoting a climate where harassment, unlawful discrimination and bullying are unacceptable.
- Everyone must ensure that their own conduct, and that of their colleagues does not cause offence to another person. British Taekwondo encourage all volunteers to challenge inappropriate behaviour.
- Employees have a responsibility to understand this policy and to contact their manager or the equality and diversity lead if there are any questions; challenge inappropriate behaviour or any discrimination, report unacceptable behaviour.
- Managers have a responsibility to: set a good example by treating all employees with dignity and respect; correct unacceptable behaviour, ensure employees know how to report discrimination, bullying and harassment, and that reporting incidents does not result in victimisation; deal with complaints fairly, thoroughly, quickly and confidentially, ensure that due consideration is given to equality and diversity within their sphere of their influence

SECTION 3 MONITORING, AUDIT & REVIEW

The Equality, Diversity & Inclusion Policy will be reviewed annually unless proposals to the Board or legislation change that requires an interim review or amendment. A notice of any changes being made will be publicly available and directly communicated to Stakeholders.

The Board and Operational Action Plan will be reviewed by the Board Champion & the Safeguarding & Compliance Officer monthly with a report made to board on progress against targets on a quarterly basis.

On an annual basis, statistical and (if appropriate) qualitative information will be collected and a report will be produced by the Safeguarding & Compliance Officer for the Board. Once approved by the Board the report will be published internally and externally (with due regard to sensitive information) to show the impact of the Equality, Diversity & Inclusion Policy and implementation of the action plans.

SECTION 4 COMPLAINTS PROCEDURE

Any cases of harassment, discrimination or bullying will be taken very seriously by British Taekwondo, as any employee found guilty of unlawful discrimination or harassment will be subject to disciplinary action, including where appropriate, dismissal for gross misconduct.

Any member of the public, visitor or service provider involved in discrimination or harassment, appropriate or serious action will be taken.

Anyone who makes a complaint of discrimination has the right to do so without fear of victimisation and British Taekwondo will make every effort to ensure this does not occur; any complaints will be dealt with promptly and fairly.

Members of the public should address their complaint to the Safeguarding, HR and Compliance Manager.

Appropriate disciplinary action will be taken against any British Taekwondo Stakeholder who violates this Equality, Diversity & Inclusion Policy under either the employee disciplinary procedure or the British Taekwondo disciplinary procedure.

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

As with all grievance and disciplinary procedures, the ultimate point of appeal relating to this policy is the Board.

This policy does not form part of any employment contract and an annual review will take place to monitor the effectiveness of this policy, normally in June. The policy may also be amended from time to time to reflect and take account of changes in legislation.