

## CROYDON u3a

### EQUALITY, DIVERSITY AND INCLUSION POLICY

#### Statement

Croydon u3a is a learning co-operative and membership charity which enables members in their third age to share educational, creative and leisure activities. Members of the u3a draw upon their knowledge, skills and experience to teach and learn from each other (peer to peer learning).

**Croydon u3a is committed to fairness, respect and inclusivity.**

**Croydon u3a strives to ensure that all members are treated with dignity and have equality of opportunity in our groups and other activities within our u3a community.**

#### Aims of this policy

The Human Rights Act 1998 protects our human rights, rights that we have simply because we exist as human beings. These universal rights are inherent to us all and are based on shared values like dignity, fairness, equality, respect and independence. These values are protected by law. In addition, this policy has been drawn up to comply with the Equality Act 2010. This Act stipulates that organisations cannot treat someone unfairly on the basis of what it calls 'protected characteristics', which are:

- sex
- ethnic origin, nationality (or statelessness) or race
- age
- disability
- religion or belief (including the absence of belief)
- marital or civil partnership status
- sexual orientation
- pregnancy
- gender reassignment
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Link to the Act - <https://www.gov.uk/guidance/equality-act-2010-guidance>

Croydon u3a will strive to ensure that members do not experience discrimination on the basis of their protected characteristics. This will include ensuring equal access to

groups and behaviour between members and by Croydon u3a Committee Members and group leaders. The Equality Act highlights that organisations need to consider what '**reasonable adjustments**' can be made in order to accommodate those who may have particular needs. The u3a Committee will review the reasonable adjustments

needed for all members and individual members with particular needs on an ongoing basis. Where necessary, the Committee will seek guidance and additional support from the National Office.

## Practical approaches to inclusion

Croydon u3a will advise members that our policies and procedures in relation to equality, diversity and inclusion and accessibility are on the website and will refer to them from time to time to remind members of their rights and responsibilities. Croydon u3a will make reasonable adjustments and take practical steps to ensure a wide range of people can participate in our activities and meetings. This may include:

- Consideration given to the time of day of meetings and their location.
- Consideration of venues for meetings including:
  - Accessible to wheelchair users
  - Access to PA system and a hearing loop
  - Parking and disabled parking available
  - Disabled toilet facilities available
- Publicity:
  - Using a variety of methods and platforms to communicate externally and raise the profile of the u3a.
  - Make communications available to those who don't have access to the internet
  - Use a range of images that reflect the local community
- Recruiting new members:
  - Doing outreach sessions and contacting agencies working with community groups who may be harder to reach
  - Encouraging members who are representative of the groups who are underrepresented within the u3a i.e. men or younger members to assist with the recruitment process
  - Managing growth so that we ensure that new members can be accommodated
- Monitoring:
  - Croydon u3a will monitor member numbers i.e. the numbers of members who join, re-join and leave each year in order to identify any trends in membership.
  - Croydon u3a committee will review the diversity of the membership on an ongoing basis and will seek to ensure that the u3a remains attractive and accessible to all.
- Tasks and Roles:
  - Ensure a range of people get their voices heard by encouraging more members to take on roles such as leading groups.
  - The Groups Coordinator will ensure that new Group Leaders are made aware of issues in relation to accessibility and what steps they may need to

- take in meeting access requirements. Each group will be reviewed on an individual basis as certain groups may require a certain level of fitness or mobility and members need to be made aware of this in advance. Each group will have a nominated Committee Liaison member (Buddy).
- Croydon u3a will offer induction and training around equality, diversity and inclusion on an ongoing basis.

## Code of Conduct

Croydon u3a has a member code of conduct. The code of conduct outlines that members should abide by the u3a's policies and procedures as well as treating each other with dignity and respect. This would include not acting in a way that would be deemed discriminatory or offensive.

## Dealing with discrimination and harassment

Where Croydon u3a Committee becomes aware of any discriminatory practice or harassment, the committee will seek to address this through consultation with all parties concerned and, where necessary, through invoking formal procedures. If any member of Croydon u3a feels they have experienced or witnessed discriminatory behaviour or harassment, this should be reported to the Committee. Any matters of concern will be reviewed by the Committee and a decision will be made, in line with the u3a's constitution and formal procedures, as to what steps will be taken to address the issue.

## Definitions

**Equality** is about ensuring that every individual has an equal opportunity to make the most of their lives and talents and believing that no one should have poorer life chances because of where, when or whom they were born, or because of other characteristics. Promoting equality is about behaving in a way that tackles inequalities, aiming to ensure that all members are treated fairly, and do not experience discrimination.

**Promoting diversity** is about recognising that everyone is different and creating an environment that values members and ensuring that the u3a Movement is as accessible as possible to different groups within the community.



**Inclusion** is about positively striving to meet the needs of different people and taking practical steps to ensure members feel respected.

**Direct Discrimination** is when a person is treated less favourably because of their ethnic origin, nationality (or statelessness) or race, age, disability, religion or belief (including the absence of belief), marital or civil partnership status, sexual orientation, pregnancy, gender reassignment, political belief.

**Indirect Discrimination** occurs when a condition or requirement is applied equally to all groups of people but has a disproportionately adverse effect on one particular group.

**Harassment** is unwanted conduct related to 'protected characteristics' that has the purpose or effect of violating a members dignity, or creating an intimidating, hostile, degrading, humiliating or offensive environment. Harassment is also unwanted conduct of a sexual nature, which has that same purpose or effect.


**Victimisation** occurs when a member is treated less favourably than others in the same circumstances because he or she has made a complaint or an allegation of discrimination, harassment or bullying or given information regarding such a complaint or allegation.

This policy was adopted on:

18th March 2025

Reviewed: March 2026

Next review date: March 2027

Based on		
	Doc u3a KMS-001 – Equality, Diversion and Inclusion Policy Sample	The Third Age Trust