



Equality, Diversity and Inclusion policy

Adopted 6 March 2025

Introduction

Bedford Music Club is open to all. We are committed to encouraging equality, diversity, and inclusion.

We are committed against unlawful discrimination in providing services and facilities.

We will not unlawfully discriminate because of the Equality Act 2010 **protected characteristics** of:

- **age**
- **disability**
- **gender reassignment**
- **marriage and civil partnership**
- **pregnancy and maternity**
- **race (including colour, nationality, and ethnic or national origin)**
- **religion or belief**
- **sex**
- **sexual orientation**

Bedford Music Club is also committed to promoting equality of opportunity regardless of class and socio-economic background.

This policy applies to everyone connected to Bedford Music Club. This includes, but is not limited to: members, volunteers, individuals engaged to provide a service (e.g. freelancers), individuals applying to volunteer or work with us, supporters, members of the public attending our events.

Aims

Bedford Music Club aims to:

- provide and promote equality of opportunity and equitable treatment for everyone
- make our activities accessible and inclusive by removing barriers to entry
- encourage, celebrate and value diversity and inclusion
- ensure every member feels respected and able to give their best

- eliminate unlawful direct and indirect discrimination, harassment and victimisation

Responsibilities

The Chair is the EDI lead and is responsible for providing advice and guidance on equality, diversity and inclusion issues, and to ensure our Equality, Diversity and Inclusion Policy is kept up to date.

General practice

Bedford Music Club will treat everyone equally regardless of their age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, sexual orientation, class and socio-economic background.

Bedford Music Club will promote equality of access to membership and musical activities and opportunities.

We will ensure no one receives less favourable treatment or is disadvantaged by the criteria and characteristics set out in the introduction. This includes but is not limited to:

- individuals accessing membership
- individuals accessing musical activities and opportunities
- volunteers, employees or people engaged to provide a service (e.g. freelancers)
- individuals applying to volunteer or work with us (including freelancers)

We acknowledge our responsibility to make reasonable adjustments to our activity to enable access under the Equality Act 2010.

We will select candidates for volunteering or paid opportunities based on their skills, qualifications and experience.

Bedford Music Club's commitment to anti-discriminatory practice relates to all kinds of discrimination:

- **direct discrimination** where someone is treated less favourably than another because they have a protected characteristic
- **indirect discrimination** where a requirement or a condition is applied that has a detrimental effect on a particular group or individual - this applies even if there was not a deliberate intention to discriminate
- **associative discrimination** where direct discrimination against someone occurs because they associate with another person who has a protected characteristic
- **perceptive discrimination** where direct discrimination against someone occurs because others think they have a protected characteristic even if they do not possess that characteristic
- **harassment** where unwanted behaviour related to a protected characteristic occurs that violates a person's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment for them - this applies even if the conduct is not directed at the individual or if they do not have the protected

characteristic

- **third party harassment** which recognises potential liability for the harassment of someone connected to the group by external contacts
- **victimisation** when someone is treated badly because they have made or supported a complaint, or it is thought that they have done so

Inclusion and respect

Bedford Music Club will:

- treat everyone in a respectful manner and ensure they are made to feel equally welcome and included in all activities
- provide an environment in which the contribution and needs of everyone are fully valued and recognised

All members, staff, freelancers, volunteers, supporters and those representing Bedford Music Club are expected to treat each other with respect and dignity and ensure activities are welcoming and inclusive for all.

Inappropriate, violent or abusive behaviour or otherwise offensive and inflammatory remarks and behaviour are not acceptable. These constitute harassment and have no place in Bedford Music Club.

Bedford Music Club will support our members, volunteers, staff, freelancers and supporters in not tolerating any inappropriate, violent or abusive behaviour from other group members, volunteers, colleagues, freelancers, other organisations or customers.

Removing barriers

Bedford Music Club is committed to making sure its activities are accessible and inclusive.

We recognise that there may be a range of barriers that could stop individuals accessing our activities or feeling included in them. These barriers may not always be obvious or visible and could be:

- **physical**
- **practical**
- **cultural**

We will work to identify any such barriers and take reasonable measures to remove them.

Dealing with complaints

If any member, volunteer, staff, freelancer or supporter feels they have been discriminated against, harassed or victimised, they should raise it with the Chair. If the complaint is regarding this person, it should be raised with another Committee member.

The Committee will take complaints of discrimination and harassment seriously.

The Committee will investigate the complaint, listening to all parties involved:

- if the complaint is against a Committee member, that member will not be part of conducting the investigation
- if the complaint is against an individual, that individual will have the opportunity to express their point of view in a safe environment and accompanied by a friend
- the person making the complaint will have the same opportunity

If a complaint is found against Bedford Music Club, the Committee must work to ensure that such discrimination, harassment or victimisation is not repeated in future, and must inform the members of how they propose to do this.

If a complaint is found against Bedford Music Club, the Committee should work to resolve the complaint in a manner which is acceptable to the person who was subject to discrimination.

If a complaint is against Bedford Music Club is not upheld, the Committee might wish to address issues which might have led to the complaint in the first place, e.g. lack of communication, to prevent similar situations in future.

Policy review

The policy will be reviewed every two years by the Committee. Members of Bedford Music Club will be informed of any changes to the policy and be invited to comment.

Adapted from a Making Music policy template by Ian Rowlands, 4 March 2025