

1. Purpose & Scope

To detail the equality, diversity and inclusion policy of Prime Acrobatics.

Applies to everyone working for Prime or on our behalf in any capacity, including employees at all levels, directors, officers, agency workers, seconded workers, volunteers, agents, contractors, and suppliers. Also applies to job applicants, members, participants and their families.

2. Policy Statement

Prime Acrobatics recognises its legal obligations under the Equality Act 2010 and subscribes to the principles of equality of opportunity, diversity, and inclusion. We aim to ensure that everyone who is involved or wishes to be involved with Prime in any way can do so in a discrimination-free environment.

We believe that all staff, volunteers, job applicants, members, participants, and their families are entitled to be treated fairly regardless of sex, gender reassignment, sexual orientation, age, marriage, and civil partnership, parental or marital status, pregnancy and maternity, disability, region or belief, colour, race including nationality or ethnicity and socio/ economic background.

We oppose all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities.

Prime Acrobatics promotes, fun, learning and exercises by delivering gymnastics, circus and acrobatics skills to children and adults as its venues. We are a non-profit organisation, led by a company director and employing coaches and office staff.

Prime Acrobatics commits to:

- Create a working environment free of bullying, harassment, victimisation, and unlawful discrimination, promoting dignity and respect for all and where individual differences and the contributions of all staff are recognised and valued.
- Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others during the organisation's work activities.
- Make decisions concerning staff based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
- Review employment practices and procedures when necessary to ensure fairness and to update them and the policy to take account of changes in the law.
- Ensure our staff read and understand their rights and responsibilities under this policy as part of their on-boarding process, and it forms part of our continuous training process.
- Ensure our staff understand they, as well as or instead their employer, can be held liable for acts of unlawful discrimination, bullying or harassment, during their employment, against fellow employees, customers, suppliers, and the public. Further, that such acts will be dealt with as misconduct under Prime's Grievance and / or Disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.
- Provide our suppliers with this policy as part of their on-boarding process, where applicable, and expect our suppliers to meet the same high standards.

Prime Acrobatics aims to set up a monitoring system to help meet the aims and commitments set out in this policy.

Any employee who believes they have received unfavourable treatment within the scope of this policy should raise their concerns via Prime Acrobatics Grievance Procedure, which can be found in our Staff handbook. Anyone else should follow the Prime Acrobatics Complaints Procedure, which can be found on our website primeacrobatics.com or requested from the Office by calling 01483 755777. No individual who raises a concern in good faith, or those who support another person to raise a concern, will be treated unfairly as a result of raising the concern.

Date	Summary of changes	Signed
May 2023	Removal of Heather Farm as a singular site and replaced with venues. Updates to directors.	C.Brown