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**ARTS COUNCIL
ENGLAND**

Equality, Diversity and Inclusion Policy

December 2022

Our Mission

Southwark Music enriches the lives of all Southwark children and young people. We strongly believe in making the learning of music dynamic, inclusive, and, of course, fun! We collaborate with partners to enable our children and young people to access the many varied musical opportunities in Southwark.

Our Values

- **Creativity**

We believe in developing imagination and invention through music making and we encourage children and young people to take bold and fearless musical steps.

- **Inclusivity**

We celebrate the fact that everybody learns in their own way. We aim to provide all Southwark children and young people with an experience suited to their individual needs.

- **Opportunity**

We provide a wide range of musical activities that reflect and promote the diversity of the community.

Our Commitment

Southwark Music is committed to encouraging equality, diversity and inclusion within our workforce, and eliminating unlawful discrimination. The aim is for our workforce to be truly representative of all sections of society and the children and young people we work with, and for each employee to feel respected and able to give their best. Southwark Music is also committed against unlawful discrimination of customers and the public.



The policy's purpose is to:

1. Provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time.
2. Observe 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.
3. Oppose and avoid 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
 - selection for employment, promotion, training or other developmental opportunities.

Southwark Music commits to:

1. Encourage equality, diversity and inclusion in the workplace.
2. 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.

This commitment includes training managers and all other employees about their rights and responsibilities under the equality, diversity and inclusion policy.

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.



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Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, and appropriate action will be taken. Serious complaints amounting to gross misconduct may lead to dismissal without notice and result in criminal charges.

4. Make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
5. Make decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
6. Review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.
7. Monitor the make-up of the workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy.
8. Review and assess the equality, diversity and inclusion policy, and any supporting action plan annually. Southwark Music will take action to address any issues arising from these audits.



Our Strategic Goals/Core Aims

Following a thorough assessment of Southwark Music's starting position in relation to Equality, Diversity and Inclusion, the core aims of our Equality, Diversity and Inclusion work include:

- **Responding to the needs of the children, young people and communities.**

We need to know what the needs of the people we serve are to be able to effectively respond to them.

- **Offering wider possibilities and a broader outlook on life to the children and young people we work with, through an inclusive approach.**

When children and young people are able to relate to what is being taught, how it is being taught, and who it is being taught by, it is likely that engagement with music making increases.

- **Raising awareness of the importance of equality, diversity and inclusion within our work, within our organisation and the people we work with.**

We believe that giving Equality, Diversity and Inclusion the space it deserves in lessons, projects, programmes, meetings, training sessions and conversations will help to raise awareness amongst our members of staff, our partners and organisations we work with, and ultimately and most importantly the children and young people we interact with on a daily basis.

- **Continuously assessing and reassessing our work, engaging with children and young people, parents, class and subject teachers, headteachers, partner organisations and the community.**

The equality, diversity and inclusion policy is fully supported by the Senior Leadership Team. More information on Southwark Council's Equality and Diversity approach can be found [here](#).

Details of the Southwark Council's Whistleblowing Policy can be found [here](#). This includes with whom an employee should raise a grievance – usually their line manager.

Use of the organisation's grievance and/or disciplinary procedures does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.



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Our policy will be monitored and reviewed annually to ensure that equality, diversity and inclusion is continually promoted in the workplace.

This policy is published on the Southwark Music website [here](#).

Last reviewed: March 2024 by Gordon Maguire, Head of Southwark Music