



**Chelmsford Young Generation Amateur Musical Society**

Registered Charity 275186

[www.young-gen.co.uk](http://www.young-gen.co.uk)

## **EQUAL OPPORTUNITIES POLICY**

*Promoting equality, diversity and inclusion*

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| Reviewed        | June 2026 |
| Next Review Due | June 2027 |

### **Policy Statement**

Young Gen is committed to promoting equality of opportunity and to creating an environment in which all children, young people and adults are treated fairly, with dignity and with respect.

Young Gen aims to provide a welcoming, inclusive and supportive environment in which no person is subjected to discrimination, harassment, victimisation, bullying or unfair treatment.

Young Gen recognises and values diversity and is committed to ensuring that all those involved with Young Gen are able to participate as fully as possible, subject always to lawful, reasonable and proportionate considerations including safeguarding, health and safety, and the artistic requirements of a particular production.

### **Purpose**

The purpose of this policy is to:

- set out Young Gen's commitment to equality, diversity and inclusion;
- promote an inclusive, respectful and welcoming environment;
- prevent discrimination, harassment, bullying and victimisation;
- support fair decision-making in membership, participation, volunteering and production activity;
- provide a framework for raising, recording and addressing concerns.

### **Scope**

This policy applies to all those involved in Young Gen, including members, prospective members, parents and carers, committee members, volunteers, licensed chaperones, directors, production team members, visiting professionals, contractors and, where relevant, audience members and visitors.

It applies to all Young Gen activities, including auditions, casting, rehearsals, workshops, performances, meetings, trips, events, social activities, communications and online activity carried out in connection with Young Gen.

## Principles

Young Gen will seek to ensure that:

- everyone is treated fairly, consistently and with respect;
- diversity is recognised, valued and welcomed;
- participation is encouraged from all sections of the community;
- unlawful discrimination is not tolerated;
- barriers to participation are identified and, where reasonably possible, reduced or removed;
- reasonable adjustments are considered where appropriate;
- concerns are listened to and dealt with promptly, fairly and sensitively.

Young Gen recognises that equality does not always mean treating everyone in exactly the same way. In some circumstances, fairness requires Young Gen to take account of differing needs and to make reasonable adjustments or accommodations where appropriate.

## Forms of Unacceptable Conduct

Young Gen will not tolerate:

- direct or indirect discrimination;
- harassment or victimisation;
- bullying, intimidation or exclusionary behaviour;
- offensive, derogatory or prejudicial language;
- stereotyping or assumptions based on a person's background, identity, needs or personal characteristics;
- retaliation against any person who raises a genuine concern or supports a complaint.

Such behaviour may occur in person, in writing, by email, in messaging groups, on social media, or in any other context connected with Young Gen.

## Membership, Participation and Opportunities

Young Gen is committed to ensuring that access to membership, participation and opportunities within Young Gen is as fair and inclusive as possible.

Decisions relating to membership, participation, allocation of responsibilities, volunteering, access to activities and development opportunities will be made fairly and on relevant grounds. No person should be unfairly excluded from involvement in Young Gen on discriminatory grounds.

## Auditions and Casting

Young Gen recognises that auditions and casting decisions are an important part of theatrical production and must take account of artistic, dramatic, vocal, choreographic, practical and safeguarding considerations.

Casting decisions will be made fairly, professionally and on the basis of criteria relevant to the production in question. Young Gen will not permit unlawful discrimination in the audition or casting process.

Where the nature of a role or production requires particular characteristics for legitimate artistic reasons, any such decision will be approached carefully, sensitively and proportionately.

## **Children and Young People**

As a youth organisation, Young Gen is especially committed to ensuring that all children and young people are treated equally, respectfully and with dignity.

No child or young person should be made to feel excluded, humiliated, marginalised or less welcome because of their background, identity, disability, needs, beliefs, appearance or personal circumstances.

Any equality concern involving a child or young person will be considered carefully and, where appropriate, also dealt with under Young Gen's safeguarding procedures.

## **Disability, Access and Reasonable Adjustments**

Young Gen is committed to supporting disabled members, volunteers and visitors and will consider reasonable adjustments wherever practicable.

This may include, where appropriate, adapting communication methods, considering physical access needs, adjusting rehearsal or participation arrangements, allowing additional support, or working with parents/carers and venues to understand and support individual needs.

All such matters will be considered sensitively, practically and on a case-by-case basis, taking into account the needs of the individual, the nature of the activity, available resources, and health and safety considerations.

## **Roles and Responsibilities**

### **Committee / Trustees**

The Committee has overall responsibility for promoting equality of opportunity within Young Gen, approving and reviewing this policy, and ensuring that concerns are taken seriously and addressed appropriately.

### **Safeguarding Lead**

The Safeguarding Lead is responsible for receiving and responding to equality concerns which overlap with welfare or safeguarding matters, ensuring that safeguarding procedures are followed where required, and keeping appropriate records.

### **Production Manager and Production Team**

The Production Manager, Director and wider Production Team are responsible for promoting inclusive practice within rehearsals and productions, modelling respectful behaviour, and responding appropriately to concerns raised in a production context.

### **Volunteers, Chaperones and Adults in Positions of Responsibility**

All adults working with Young Gen are expected to treat others fairly and respectfully, avoid discriminatory language or conduct, challenge or report inappropriate behaviour, and support the welfare, dignity and inclusion of all members.

### **Members**

Members are expected to treat others with kindness and respect, avoid discriminatory, offensive or exclusionary behaviour, and raise concerns with a trusted adult where appropriate.

### **Parents and Carers**

Parents and carers are expected to support Young Gen's commitment to equality and inclusion and to communicate respectfully with members, volunteers and committee members.

## Reporting Concerns

Any person who experiences, witnesses or becomes aware of behaviour that may breach this policy should report it as soon as possible to an appropriate Young Gen representative.

Depending on the nature of the concern, this may include the Safeguarding Lead, the Chair, the Production Manager, the Director, or another Committee member.

Concerns involving children or young people, or any matter which may also amount to a safeguarding issue, must be referred promptly in accordance with Young Gen's safeguarding procedures.

## Young Gen Procedure for Dealing with Concerns

On receiving a concern under this policy, Young Gen will aim to:

- listen carefully and take the matter seriously;
- consider any immediate welfare or safeguarding issues;
- establish the facts as far as reasonably possible;
- keep an appropriate written record;
- deal with the matter fairly, proportionately and sensitively;
- maintain confidentiality as far as possible;
- ensure that no person is victimised for raising a genuine concern.

Where appropriate, concerns may be addressed informally in the first instance. More serious or repeated matters may require formal Committee consideration and action under this or another relevant policy.

## Breaches of this Policy

A breach of this policy may result in action being taken by Young Gen. Depending on the seriousness of the matter, this may include:

- an informal discussion or reminder of expected conduct;
- a verbal or written warning;
- conditions or restrictions on participation;
- removal from a rehearsal, activity or event;
- referral under another relevant policy or procedure;
- safeguarding action where appropriate;
- Committee action in relation to members, volunteers or adults involved with Young Gen.

Any action taken will be proportionate to the circumstances and will take account of the age of those involved, the seriousness of the behaviour, and any safeguarding implications.

## Related Policies

This policy should be read alongside Young Gen's other relevant policies and procedures, including:

- Safeguarding Policy;
- Suspicion of Abuse Procedure;
- Code of Conduct for Adults;
- Code of Conduct for Cast Members;
- Anti-Bullying and Cyberbullying Policy;

- Behaviour, Conduct and Discipline Procedure;
- Complaints Procedure;
- Online and Social Media Policy;
- Privacy Notice;
- Whistleblowing Policy;
- production-specific risk assessments and instructions.

## **Monitoring and Review**

This policy will be reviewed annually by the Committee, or sooner if guidance, legislation, local procedures or Young Gen arrangements change.

Young Gen is committed to learning from experience and to continually improving its approach to equality, diversity and inclusion.