



Equality, Diversity and Inclusion Policy

Equality diversity and inclusion statement:

At Ultimate Activity Camps, we place equality, diversity and inclusion within our core values. All business endeavours take place with the following objectives in mind:

- Ensure that all individuals who come into contact with Ultimate are treated with dignity and respect.
- Ensure that opportunities (including but not limited to employment) are made available on a non-discriminatory basis.
- Provide a safe supportive and welcoming environment for children, parents, staff, visitors, and host school contacts alike.

Ultimate Activity camps seeks to be an inclusive organisation. The objective is to integrate the principles of equal treatment and diversity into all aspects of camp life.

The principles of equality, diversity and inclusion apply to the way in which staff and children should treat each other, and to any other persons associated or who come into contact with the company.

Legal Framework:

Ultimate Activity Camps endorses wholeheartedly the principles of the Equality Act 2010 and is committed to the positive promotion of equality, diversity and inclusion. To achieve we will:

- ensure that no unlawful discrimination occurs in our business activities.
- advance equality of opportunity between people who share the 'protected characteristics' that are listed below, and all other members of our community.
- foster positive relations between people who share the 'protected characteristics' and those who do not.
- give protection against unfair discrimination on the grounds of:
 - age
 - disability
 - ethnicity (including race, colour and nationality)
 - gender
 - gender reassignment
 - marriage or civil partnership
 - pregnancy or maternity
 - religion, belief
 - sexual orientation.

On Camp:

To help create an environment free from discrimination and welcoming to all, Ultimate Activity camps will:

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- Help all children to celebrate and express their cultural and religious identity by providing a wide range of appropriate resources and activities.
- Strive to ensure that children feel good about themselves and others, by celebrating the differences which make us all unique individuals.
- Include and value the contribution of all families and our wider community to our understanding of equality and diversity.
- Provide a secure environment in which all our children can thrive and achieve all the outcomes of Keeping Children Safe in Education 2023.

Equal Opportunity Employment:

The Ultimate Activity Company is an equal opportunity employer. We don't tolerate discrimination against protected characteristics (gender, age, sexual orientation, race, nationality, ethnicity, religion, disability, veteran status.) We expect all employees to treat others with respect and professionalism. In practice, this means that we:

- Hire and promote people based on skills, experience or potential and try to reduce bias in every process (e.g. through structured interviews.)
- Make accommodations to help people with disabilities move about safely on our premises and use our products, services, and equipment.
- Use inclusive, diversity-sensitive language in all official documents, signs, and job ads.

For the purposes of monitoring, the company collects and analyses data including but not limited to the following:

- the profile of the staff population across a range of the company's 'protected characteristics'
- staff applications, acceptances, and progression across a range of the protected characteristics
- recruitment and selection of staff
- complaints, linked to the range of protected characteristics, including harassment and bullying, grievances and disciplinary proceedings for staff

Roles & Responsibilities:

The company will:

- ensure that the aims and the values embodied in this policy statement are appropriately reflected in all job descriptions, person specifications and personal development reviews
- have due regard to equality issues in all decision-making
- promote an environment where respect is shown to all, and mutual understanding is fostered
- challenge any actions or behaviour which is in conflict with the values and principles laid down in this policy
- ensure staff and children know how to report any instances of discrimination, bullying and harassment without fear of victimisation;
- deal with complaints fairly, thoroughly, quickly and confidentially.

Our camp staff will:

- promote equality, diversity and inclusion on camp
- promote understanding of equality, diversity and inclusion to the children in their care

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Everyone will:

- ensure understanding of this policy and seek guidance if there are any questions
- promote equality, diversity and inclusion for others and strive to create a safe supportive and welcoming environment
- challenge inappropriate behaviour or discrimination
- report unacceptable behaviour in accordance with the company's policies and procedures.

Harassment:

Harassment is when someone engages in unwanted conduct related to a relevant protected characteristic (Equality Act 2010, Section 26). Ultimate Activity Camps will not tolerate any form of harassment.

Racism:

Ultimate Activity Camps does not tolerate racism of any kind. Ultimate Activity Camps will challenge racist and discriminatory remarks, attitudes and behaviours from the children (see *UAC Behaviour Policy*), from staff and from any other adults on camp (e.g. parents/carers collecting children, visitors, or host school contacts).

Reporting Discriminatory, Offensive or Inappropriate Behaviour:

Swift action will be taken against every discriminatory, offensive, or inappropriate behaviour. To do this properly, we ask you to report any discriminatory action against yourself, colleagues, customers or children according. See our *Behaviour Policy* and *Staff Disciplinary Policy* for more details. Where incidents take place in relation to camp activities, they should be reported directly to Head Office for urgent investigation.

- Camp Staff: Should contact relevant Senior Head Office contact (Customer Support/Recruitment/Operations).
- Parents & Children: Should contact the Customer Support Team according to the Complaints Policy
- Office Staff: Should contact the Head of HR or their Line Manager

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