



Swim Wales (WASA) **Equality Policy**

“Equal opportunity is about celebrating difference and diversity and as such providing a swimming structure that can respond to this in a proactive and positive manner”.

Swim Wales is totally committed to the principles and practice of equal opportunities across all of its aquatic disciplines, both as an employer, provider and as a facilitator of such practices by all its members. In our work with key partners, such as swimmers, clubs, teachers, coaches, officials and administrators, we will advocate our policies and make every effort to ensure that all participation has equality at its core.

Swimming is a “sport for all”. It can and should be enjoyed and made accessible to everyone and to achieve this Swim Wales will:

- Work towards ensuring that swimming is accessible to the many rather than the few.
- Recognise the need to acknowledge the diversity of provision that is required to ensure that all people, regardless of their race, sex/gender, disability, age, sexual orientation, social or economic background can access our structures and pathways
- Recognise the need to celebrate difference and diversity of provision as a means of creating entitlement and accessibility to all of our structures.
- Recognise that equal opportunity requires an environment that is able to offer the same opportunities to different people.
- Recognise the need to consult widely in order to respond to diversity.

Addressing equal opportunities

The Equality Policy has been designed to ensure that no job applicant, employee, volunteer, participant or member will receive less favourable treatment on the grounds of age, gender, colour, race, religion, sexual orientation, ethnic origin, creed or disability, or will be disadvantaged by conditions or requirements that cannot be shown to be reasonable or relevant. Swim Wales recognise that some sections of society have been denied opportunity to access or participate fully in sport and wish to implement a policy that ensures that everyone is treated fairly and avoids practices that could discriminate directly or indirectly towards certain sections of society. In order to achieve equality, Swim Wales recognise that in some instances, unequal distribution of effort and resources may be required. This may be necessary when sections of society are faced with barriers that prevent or restrict their participation in swimming. Swim Wales support the need for additional effort to identify and alleviate any barriers to participation.

Reviewed 26 July 2007

Reviewed 26 September 2008

Reviewed July 09, Approved 5th August 2009

Swim Wales strive to ensure that our sport is free from discrimination.

We endeavour to promote the highest standards and will respond to issues by:

- Providing and implementing a policy to protect participants from discrimination
- Recognising that as an organisation – our staff, swimmers, coaches, officials and administrators (a question has been raised as to whether or not this should state paid and voluntary) need to adapt and work flexibly in order to respond to the needs of a wide and diverse range of people.
- Ensure that best practice is extensively promoted and expect all clubs and members to follow the guidelines set down by the governing body
- Taking positive action to increase the involvement from under-represented groups in all aspects of our organisation.
- Committing to the ongoing development of the Equal Opportunities policy and working towards achieving the Equity Standard Foundation Level.
- Taking action against anyone not adhering to Swim Wales Policies including Equal Opportunities , Harassment, Anti-Bullying, flexible working and Grievance procedures
- Ensure that the Equal Opportunities Policy is read and understood by all staff members whether paid or unpaid
- Adopt good practice in recruitment, training and supervision of all employees and volunteers, and provide guidance to affiliated clubs and organisations.
- Respond to all concerns, and implement the appropriate disciplinary and appeals procedure.

In doing so Swim Wales supports four key principles as being fundamental to ensuring that everyone can participate in our sport and the achievement of equality of opportunity:

- Entitlement:** People have a right to participate in and access quality and appropriate experiences within aquatic activity.
- Accessibility:** It is the responsibility of Swim Wales – coaches, officials and Administrators to adapt provision to fit the needs of all
- Inclusion:** Wherever and whenever possible, all participants to access the same provision.
- Integrity:** Whatever we do as an Association to change or adapt provision, it must be of equal worth, challenging, relevant and in no way patronising.

Reviewed 26 July 2007

Reviewed 26 September 2008

Reviewed July 09, Approved 5th August 2009

Legal Requirements

Swim Wales recognise its legal obligations under the following acts:

- The Sex Discrimination Act 1975, 1986, 1999
- The Rehabilitation of Offenders Act 1974
- The Disability Discrimination Act 1995, 2005
- The Race Relations Act 1976 and the Race Relations [Amendment] Act 2000
- Racial and Religious Hatred Act 2006
- The Equal Pay Act 1970
- The Human Rights Act 1998
- Employment Rights Act 1996
- Employment Act 2002 (flexible working regulations)
- Gender Recognition Act 2004
- European Employment Regulations [Sexual Orientation] 2003
- European Employment Regulations [Religion and or Belief] 2000
- Employment Equality [Age] Regulations 2006
- The Civil Partnership Act 2004
- The Children Act 2004
- Work time Regulations 1998
- National Minimum Wage act 1998
- Protection from Harassment act 1997
- Equality Act 2006
- Any subsequent amendments to these acts or indeed any other relevant acts and regulations which may become law.

Discrimination, Harassment and Victimisation

Discrimination can and does occur in a wide range of situations. The effects of discrimination can be extremely damaging. Discrimination takes the following forms:

Direct Discrimination - treating someone less favourably than you would treat others in the same circumstances.

Indirect Discrimination – An action that indirectly affects a group or individual. Some requirements or conditions if applied equally to all can have disproportionate and detrimental affect on one or more sectors of society, because it may be difficult or impossible for that section of society to fulfil the requirement.

Harassment - an action, behaviour, comments or physical contact that causes persistent offence to the recipient because of their gender, appearance, race, colour, ethnic origin, nationality, age, sexual orientation, a disability or some other characteristic.

Victimisation – Treating an individual or group in a detrimental way because they have made or intend to make a complaint or provide evidence in support of another complaint.

Reviewed 26 July 2007

Reviewed 26 September 2008

Reviewed July 09, Approved 5th August 2009

Swim Wales considers discrimination, harassment and victimisation as a serious issue and staff or a member who following disciplinary procedures is found to have discriminated against, harassed or victimised any other person will be subject to the disciplinary rules of Swim Wales.

Lines of responsibility

Swim Wales will strive to become an organisation that values diversity and in order to achieve this we recognise that there must be clear lines of responsibility between all segments of the organisation. The CEO and Board of Swim Wales have overall accountability for ensuring the implementation of the equality policy. Swim Wales will nominate a lead staff member for ensuring the implementation of equality issues on a day to day basis and have appointed an equality working group to ensure equality and diversity are considered throughout the organisation.

As an employer, Swim Wales

aspires to provide a diverse workforce. The composition of which reflects that of the broader community in terms of gender, ethnicity, sexual orientation, religious belief or disability. In order to bring about this diversity we undertake to:

- Provide full and fair considerations for all job/role and applications.
- Assist all our employees to realise their full potential by ensuring that they receive fair consideration of their training and career development needs and promotion opportunities.
- Wherever possible modify employment practices and procedures to reduce barriers experienced by members of disadvantaged social groups in seeking and during employment with the Association.
- Maintain records in recruitment, training and employment and use this information as a means of identifying areas of inequality.
- Require all our employees to undergo relevant training before taking part in recruitment and selection.
- Regularly review our recruitment, selection, training and promotion procedures to ensure that they are fair and reflect current best practice.

As a Membership organisation

Swim Wales is committed to encouraging membership from all sectors of the community. To achieve this we undertake to:

- Promote an open and honest culture that values diversity
- Communicate widely, ensuring that our messages can be understood by all.
- Encourage the involvement of all people regardless of their gender, race, ability, age, sexual orientation, religious views and beliefs and social background.
- Change attitudes and working practices to ensure that everyone can feel a valued member of the association.

Teachers and Coaches

Reviewed 26 July 2007

Reviewed 26 September 2008

Reviewed July 09, Approved 5th August 2009

In our training and development of teachers and coaches, we will strive to ensure that they:

- Establish and implement professional and ethical values and practice.
- Promote and apply the principles and practices of equal opportunities.
- Promote positive images of people with special needs.
- Have a commitment to providing entitlement and access to all their professional activities.
- Encourage high expectations and standards of achievement from all they teach.
- Involve everyone in meaningful and appropriate activity to ensure a quality experience.
- Help everyone achieve their full potential.
- Are able to access appropriate training opportunities relating to the implementation of the Equal Opportunities policy.

Officials and Administrators

In our involvement of officials and administrators we will expect them to:

- Adopt, promote and practice the values of the Association.
- Ensure that participation can be enjoyed by all.
- Provide meaningful and appropriate experiences which recognise and value the diversity of the participants.
- Actively encourage the participation and involvement of people from disadvantaged groups of the community.

Policy into Practice

Swim Wales recognises that the successful implementation of the Equal Opportunities policy will require the commitment of everyone involved in Swim Wales. People's attitudes, views and working practices may have to change, or be adapted, to ensure that an inclusive agenda is accepted by all and throughout the sport.

This will require Swim Wales to respond to issues of equality by implementing a comprehensive action plan that will state in detail how we move towards a swimming structure that is more inclusive and will work towards achieving the appropriate levels of equality standards.

Disciplinary and Grievance Procedures

To safeguard individual rights under this policy, an employee, athlete, teacher, coach, official or volunteer who believes he/she has suffered inequitable treatment within the scope of the policy may raise the matter through the appropriate procedure.

Swim Wales will ensure that individual's feel able to raise any grievance and no one will be penalised for doing so unless it is untrue and not made in good faith.

Procedures regarding Grievance and / or Discipline will follow the Swim Wales Discipline and Appeals Procedures which can also be found

Reviewed 26 July 2007

Reviewed 26 September 2008

Reviewed July 09, Approved 5th August 2009

Monitoring and Review

The Swim Wales Equality policy will be regularly monitored and a full policy review will be undertaken every 4 years. The following situations may also evoke a review of the policy:

- A change in legislation
- A change in governance of the sport
- Following a procedural review as the result of a case

A handwritten signature in black ink, appearing to read 'R.M.K.J. James', with a horizontal line underneath.

R.M.K.J. James (Chief Executive)