

# State of Emergency Limited

## Diversity and Inclusion Policy

### 1. Introduction

State of Emergency Limited is an arts production and management company established in 1986.

### 2. Aims and understanding

State of Emergency recognises that we live in a society where discrimination still operates to the disadvantage of many groups in society. We understand discrimination to be a process of acting unfairly against an individual or group by exclusion, verbal comment, denigration, failure to appreciate needs or the assumption of such needs without consultation.

State of Emergency is committed to a policy of equal opportunities that informs and guides all aspects of our work and seeks to enshrine equality of opportunity all staff (existing and prospective), contractors, artists, workshop participants and partners into our working practices.

The aim of this policy is to ensure no one experiences less favourable treatment or lack of opportunities and to make certain that no person or group is disadvantaged.

### 3. Implementation and practices

This Policy applies to casting, recruitment, training, pay, conditions of work and every aspect of employment.

All members of staff, artists, contractors, practitioners, workshop participants and workshop leaders will be treated fairly and will not be discriminated against on any of the above grounds, or any other grounds which cannot be shown to be justifiable within the context of this policy.

We shall promote a positive and harmonious working environment in which all people are treated with respect, and where occurrences of unlawful direct and indirect discrimination, harassment and victimization are prevented and challenged.

State of Emergency will fulfill all our legal obligations under equality legislation and associated codes of practice, and comply with our own Diversity & Inclusion policy and associated policies.

Employment practices will be based on the merits, aptitude and abilities of individuals. Decisions regarding recruitment will be based solely on objective, justifiable selection criteria and unbiased job-related specifications.

Employees and contracted artists are required to comply with this Diversity & Inclusion Policy. Failure to do so may be treated as misconduct and dealt with according to State of Emergency's Grievance and Disciplinary Policies. All members of staff are requested to draw the attention of management to any actual or suspected breaches of the Diversity & Inclusion Policy.

#### As a Provider of Services to the Community:

State of Emergency recognises that a written policy in itself will not ensure equality of opportunity. This can only be striven for by constantly reviewed commitment to non-discriminatory practice and regular review and monitoring of our policy and implementation. This policy is aimed primarily at combating our own discriminatory practices. However, it is our intention to advocate equality of opportunity in all other networks, forums and partnerships within which we operate.

State of Emergency's programme will reflect a broad range of work and present positive images of cultural diversity, strive to make theatre more accessible to specific groups of people.

#### As an Employer:

State of Emergency is working towards being an equal opportunities employer. To achieve this objective our recruitment policy will not discriminate against those that are disadvantaged and ensure that no potential or actual employee, volunteer, client, participant or job applicant receives less favourable treatment or access to services and operations on grounds of gender, race, disability, colour, physical appearance, nationality, ethnic or national origin, marital status, sexuality, responsibility for dependants, region, trade union activity, political belief or age. We will actively seek to attract applicants and appoint suitable staff from all sections of the community.

#### Diversity & Inclusion: Clients and beneficiaries

State of Emergency is committed to applying all equal opportunities values listed above to the people we work with. The needs of disabled beneficiaries will be addressed in a number of ways including specifically: We will always endeavour to deliver our work at physically accessible venues. Those attending meetings and Directors' meetings will be routinely asked if they have any access requirements.

Marketing and publicity encompasses a wide range of methods for reaching beneficiaries. These include printed leaflets, email and paper newsletters, media releases to a wide range of outlets, the use of sector or art form specific networks or newsletters, personal presentations by State of Emergency staff at suitable opportunities etc. We will take advantage of our existing networks and we are committed to reaching new beneficiaries from excluded or under represented communities by making appropriate use of marketing.

## 4. Review

This Diversity & Inclusion policy is a working document and State of Emergency will review it and all related practice on an annual basis.

This policy will be monitored by the Directors and reviewed annually.

Where practicable, equalities monitoring will be undertaken, with employed artists being asked to complete an equal opportunities monitoring form as part of their contract.

To audit, State of Emergency will review the composition of its workforce annually, and identify major gaps (for instance, the number of individuals engaged whom identify themselves as disabled), subsequently making proactive efforts to provide opportunities for those the company hasn't historically given opportunities to, or alternatively to bring learning into the company around the issues that people from this or these groups face. This will help State of Emergency to improve the opportunities it offers.

### **Appendix: Relevant Legislation**

Employment procedures and practices will be undertaken in accordance with the following:

- Race Relations Act 1976
- The Equality Act 2010
- The Human Rights Act 1998.
- The Work and Families Act 2006.
- Employment Equal Treatment Framework Directive 2000 (as amended)
- Sex Discrimination Act 1975 (and amendments)
- Equal pay Act 1975 (and amendments)
- Disability Discrimination Act 1995
- Rehabilitation of Offenders Act 1974
- Employment Equality (Sexual Orientation) Regulation 2003
- and all other relevant legislation