



North Hertfordshire & Bedfordshire

# FilmClub

## **EQUALITY POLICY**

Date Reviewed: March 2025

Next Review Date: March 2026

**Dear School,**

Thank you for allowing us to provide the North Hertfordshire & Bedfordshire Film Club in your School. Please see below our Equality Policy.

## **STATEMENT OF INTENT**

The North Hertfordshire & Bedfordshire Film Club recognises that certain groups in society have historically been disadvantaged because of unlawful discrimination. This policy will put in place a range of actions to eliminate prejudice, unlawful discrimination and victimisation within the school community and workforce.

We believe that the purpose of our Film Making clubs/enrichment activities is about the person as a whole. Each of us are a unique individual and we have diverse cultural, linguistic, religious and racial backgrounds.

When we speak of offering equal opportunities for all, it does not imply that everyone will be treated in exactly the same way: special measures may need to be taken to ensure equality of opportunity for diverse circumstances.

We aim to build a group each term, which is inclusive and lives out the values of diversity and equality mirroring what values you as a school also stand for.

We respect the richness that diversity brings, whilst ensuring that there are no obstacles to opportunity for all children who wish to take part in a Club/workshop or Enrichment activity.

## **LEGAL FRAMEWORK**

This policy has due regard to all relevant legislation:  
Human Rights Act 1998

Special Educational Needs and Disability Regulations 2014

Education and Inspections Act 2006

Equality Act 2010

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Equality Act 2010 (Specific Duties) Regulations 2011

Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017

This policy operates in conjunction with the following:

- School Welcome Pack
- Parent Welcome Pack
- Complaints Procedures Policy
- Terms & Conditions
- Confidentiality Policy

The North Hertfordshire & Bedfordshire Film club fully understands the principles of the Act and the work needed to ensure that those with protected characteristics are not discriminated against and are given equal opportunities.

Protected characteristics, under the Act, are as follows:

- Age
- Disability
- Race, colour, nationality or ethnicity
- Sex
- Gender reassignment
- Religion and belief

The Act makes it unlawful for the responsible body to discriminate against, harass or victimise a pupil or parent or School staff member.

**OUR AIMS ARE:**

- To ensure a mutual respect for all students and staff;
- To provide an appropriate Film Making Club/Workshop/Enrichment for all by helping all to achieve the best of which they are capable;
- To respect difference, value diversity and seek to prepare pupils for life in a multi-cultural society, promoting equal opportunities and good race relations
- To help pupils appreciate the cultural traditions of which they are members and the diversity and richness of other traditions
- To develop in all pupils and staff an awareness of and a commitment against all forms of discrimination;
- To provide a School Welcome and & Parent Welcome Pack to all relevant to ensure all policies and practices are clear, so that no discrimination takes place, whether racial or in terms of disability or gender.

We see all Club/Workshop attendees & their parents along with Staff in Schools as of equal value.

North Hertfordshire & Bedfordshire Film Club will ensure that all staff comply with the appropriate equality legislation and regulations where staff have been employed.

The North Hertfordshire & Bedfordshire Film club Booking enrolment system for Clubs/Workshops/Enrichment will not discriminate against any person wishing to enrol.

### **THE NORTH HERTFORDSHIRE & BEDFORDSHIRE FILM CLUB WILL:**

- Ensure staff are aware of their responsibilities, given necessary training and support where needed.
- Reduce and remove inequalities and barriers that may already exist;

### **ROLES AND RESPONSIBILITIES**

#### **The Director of The North Hertfordshire & Bedfordshire Film Club will:**

- Ensure we comply with the appropriate equality legislation and regulations;
- Ensure that North Hertfordshire & Bedfordshire Film Club procedures are developed and implemented with appropriate equality impact assessments.
- Ensure that the North Hertfordshire & Bedfordshire Film club enrolment/booking system does not discriminate in any way;
- Ensure that the necessary disciplinary measures are in place to enforce this policy.

#### **The Director of North Hertfordshire & Bedfordshire Film Club will:**

- Implement this policy and its procedures;
- Ensure that all staff members receive the appropriate equality and diversity training/information if additional staff are required.
- Actively challenge and take appropriate action in any case of discriminatory practice
- Address any reported incidents of harassment or bullying.

#### **Employees will:**

- Be mindful of any incidents of harassment or bullying in the school/venue;
- Address any minor issues of harassment or bullying and report any major

breaches of the policy to the Director of the North Hertfordshire & Bedfordshire Film Club who will then raise the incident with the Headteacher when applicable to a school environment and/or Local Authority.

- Identify and challenge bias and stereotyping within the term and the club/workshop culture.
- Promote equality and good relations, and not harass or discriminate in any way;
- Keep up-to-date with equality legislation

#### **Pupils - What will not be tolerated:**

- Not discriminate or harass any other pupil or staff member. Any participation in such activity will be reported to the Head Teacher in the 1<sup>st</sup> instance.

### **PROMOTING EQUALITY**

- The North Hertfordshire & Bedfordshire Film club will ensure that all forms of prejudice-motivated bullying are taken seriously and dealt with equally and firmly
- Introduction each week at the beginning of each club/workshop to include & reinforce pupils knowing and understanding how to respect each other.
- There will be a clearly defined disciplinary system stipulated in the Behaviour Policy sent out as part of the Parent Welcome Pack. This will be consistently enforced.
- The North Hertfordshire & Bedfordshire Film Club will be open to accepting enrolment for disabled children and young people with low SEN needs and will take necessary steps to meet pupils needs by using a variety of approaches and planning reasonable adjustments for disabled pupils, enabling them to take part in the Film Making activity. Risk assessments of all venues/rooms/halls will be in place prior to a term/workshop commencing. Communications with Parents and/or Head teachers will also form part of this process where needs are highlighted.

### **ADDRESSING PREJUDICE-RELATED INCIDENTS**

The North Hertfordshire & Bedfordshire Film Club is opposed to all forms of prejudice.

The North Hertfordshire & Bedfordshire Film Club are aware of the impact of prejudice.

If incidents do occur, the Director of The North Hertfordshire & Bedfordshire Film Club will address them immediately and/or address them with the Head Teacher of the relevant school and may report them to the Local Authority.

### **TERMLY**

All pupils within schools/attendees of workshops will be entitled to express their additional needs, the North Hertfordshire & Bedfordshire Film Club will ensure their needs are met including extra support. This data will be collected as part of the booking process. The Director of the North Hertfordshire & Bedfordshire Film Club will speak to each parent where needs have been highlighted to ensure a full understanding and appropriate measures are in place prior to a term starting.

The Director of North Hertfordshire & Bedfordshire Film Club will also liaise with the relevant school and provide an up to date register prior to a term starting. Which will include: Name of Child, Class, Any additional needs, Any allergies, Emergency Contact number, Email address.

When planning a new term/workshop, the North Hertfordshire & Bedfordshire will take every opportunity to promote and advance equality.

When planning a new term/workshop, the North Hertfordshire & Bedfordshire Film Club will not subject individuals to discrimination.

## **MONITORING AND REVIEW**

This policy will be reviewed annually, to ensure that all procedures are up to date. The policy will be monitored and evaluated by the Director of North Hertfordshire & Bedfordshire Film Club.

Any changes made to this policy will be communicated to all members of staff where staff have been employed.