

Equal Opportunities Policy Statement

Written 2009

Reviewed 2014

The Farmland Museum is actively committed to a policy of Equal Opportunities in all aspects of its work and particularly with regard to its employment practices and procedures. The aim of this policy is to ensure that no employee, prospective employee or other person connected with the Museum in any way, will receive less favorable treatment on the grounds of gender, sexual orientation, marital status, disability, race, colour, nationality, ethnic or national origin, religion, age or any other factor or condition which is not justified in law or relevant to the requirements of the job.

Policy Statement, Illustrating the Museum's Commitment of Intent to Avoid Discrimination and Promote Opportunity.

The Farmland Museum has a very small permanent staff of three part-time members. All other paid staff are part-time and seasonal.

Nevertheless, within these constraints, it is the policy of the Museum that all eligible people shall have equal opportunity for employment and advancement in the Museum on the basis of their abilities, qualifications and fitness for the work.

Staff Training & Development

The Museum will ensure that individuals are treated equally and fairly and that decisions in recruitment, selection, training and development, promotion and career management are based solely on objective and job-related criteria.

Conditions of Employment

The Trustees and Manager will consider reasonable requests for conditions of employment, should such a situation arise, in order to promote Equal Opportunities: These may include flexible working hours, conditions that support people with disabilities and rights to religious holidays.

Volunteer Recruitment & Support

The Museum relies on volunteers and the policy statements above extend to unpaid volunteers. They can expect to be supported by curatorial staff throughout their time at the Museum.

Legislation

Relevant Legislation & Codes of Practice include:

Equality Act 2010

(replaced Sex Discrimination Act 1975 / Race Relations Act 1976/Equal Pay Act 1970 / Disability Discrimination Act 1995

Rehabilitation of Offenders Act 1974 – Amended March 2014

Employment Protection (Consolidation) Act 1978
Employment Act 2009
Equal Pay Act 1970 and Equal Value Amendment 1984
Protection from Harassment Act 1997
Human Rights Act 2000
Data Protection Act 2000
EU Directives & Legislation

The Farmland Museum has a legal obligation to ensure that it and its employees do not unlawfully discriminate.

The Equality Act states that it is unlawful to discriminate both directly and indirectly.

- Direct discrimination consists of treating a person less favorably than you would treat others.
- Indirect discrimination occurs when a condition or requirement is applied which, whether intentionally or not, adversely affects one group considerably more than another.

The Farmland Museum will endeavour to ensure that no employee or prospective employee is discriminated against, either directly or indirectly in any way.

Employee Responsibility

The Trustees of the Museum have overall responsibility for Equal Opportunities within the Museum.

Employees are personally responsible for the practical application of the policy and must not practise, or induce other employees to practise, any form of discrimination against colleagues or prospective employees or members of the public.

Employees must cooperate with the measures introduced by the Museum to ensure Equal Opportunities and non-discrimination.

Procedures to Deal with Discrimination, Harassment or Abuse.

Any issues or cases of discrimination, harassment or abuse should be raised with the Curators and Trustees.

Implementation and Monitoring

The Museum's Equal Opportunities Policy is to be monitored and reviewed annually. All staff should also receive training on Equal Opportunities and should have read the Museum's Disability Policy & Action Plan and Volunteer Policy and Code of Practice.

Museum Visitors

Staff should offer the public the highest standards of conduct and service, upholding the principles contained in the Museum's Equal Opportunities policy. The public should be dealt with without bias or discrimination.