



## Equality and Diversity Monitoring

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<b>Produced by</b>	<b>Denise Robinson – Project Support</b>
<b>Reviewed by</b>	<b>Sue Lee - Trustee</b>
<b>Club review dates</b>	<b>N/A</b>

# Equality and Diversity Monitoring

## Introduction

We recognise the benefits of a diverse community of employees, volunteers, participants and members, and are committed to being an inclusive organisation, where everyone is treated with respect, dignity and where there is equal opportunity for all.

We are committed to eliminating discrimination from our volunteer and employee recruitment and day to day practice. We will take steps to ensure that volunteers and employees are recruited, trained and developed based on ability, the requirement for the role and the need to maintain an effective and efficient service.

To monitor our effectiveness and to comply with the obligations placed on us under equalities legislation (Equality Act 2010) , we collect and analyse the following information:

- Age
- Gender
- Disability
- Ethnicity
- Religion
- Sexual Orientation

At the point of induction all volunteers and employees are requested to complete a form (see Appendix I) which is used for monitoring purposes only and is stored securely. All volunteers and employees are asked if any reasonable adjustments should be made for them to fulfill their role.

Volunteers and employees are invited to complete the form by ticking the relevant boxes giving as much information as possible. It is also possible to decline to complete any or all the sections which has no effect on their application to volunteer or work with us.

Online form can be seen [HERE](#)

## Data Protection

The following data protection statement appears on the form:

“The data you provide is subject to the provisions of the Data Protection Act 1998 (GDPR 2018). By completing this form and returning it to us, whether electronically or by hand, you are giving your permission for us to process the data for equal opportunities monitoring purposes. This information will be held confidentially and will only be used for the purposes of equal opportunities monitoring. All data will be treated as strictly confidential”.

