**An Comunn Gàidhealach**

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**Equal Opportunities Statement**

**1.0 EMPLOYMENT OF STAFF, CONTRACT WORKERS & TUTORS**

1.1 An Comunn Gàidhealach undertakes to treat all applicants for positions within the organisation fairly. We are committed to ensuring that individuals are selected on the basis of relevant merits and abilities.

1.2 An Comunn Gàidhealach aims to ensure that no potential or actual employee, contract worker, tutor or volunteer receives more or less favourable treatment on the grounds of race, colour, ethnic or national origins, marital status, sex, sexual orientation, gender, disability, faith or religious beliefs, social or socioeconomic background.

1.3 An Comunn Gàidhealach operates a policy on the recruitment of ex-offenders, which aims to ensure that all applicants for positions within the organisation are treated fairly and not to discriminate unfairly against an individual on the basis of spent convictions depending on:

* Whether the conviction is relevant to the position being offered
* The seriousness of the offence revealed
* The length of time since the offence took place
* Whether the applicant has a pattern of offending behaviour
* Whether the applicant's circumstances have changed since offending took place

1.4 It is a contracted obligation on the part of all our staff to accept responsibility for ensuring that fair employment practices are applied, but specific responsibilities fall upon the President and Committee members involved in recruitment, and staff involved in employee administration.

1.5 Any employee who believes that s/he has been treated unfairly may raise the matter with the President of An Comunn Gàidhealach, or an appropriate office bearer, if the President is involved.

**2.0 PARTICIPANTS IN AN COMUNN GÀIDHEALACH AND ITS ACTIVITIES**

2.1 An Comunn Gàidhealach is committed to equality of opportunity in the access granted to participants in events run by the organisation, or on the organisation’s behalf.

2.2 We are committed to ensuring that individuals, who wish to take part, can participate in any event run by An Comunn Gàidhealach – regardless of race, colour, ethnic or national origins, marital status, sex, sexual orientation, gender, disability, faith or religious beliefs, social or socioeconomic background.

2.3 It is the duty of all our staff and members to ensure that fairness of access and opportunity are applied. However specific responsibilities fall upon An Comunn Gàidhealach committee members involved in organising events.

2.4 Anybody who believes that s/he has been unfairly treated may raise the matter initially with the President or an appropriate Office Bearer if the President is involved.

**3.0 THE POLICY IN PRACTICE**

3.1 An Comunn Gàidhealach is committed to making this policy properly effective and will regularly review its effectiveness through evaluation of events and reviewing practices with regard to recruitment and marketing of events.

3.2 We will not tolerate unfair discrimination against any member of staff, a job applicant, a contractor, a tutor, or a participant, by An Comunn Gàidhealach employee or by someone appointed to the service of An Comunn Gàidhealach. We will investigate any matters brought to our attention and will take action where appropriate to do so.

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3.3 Anybody who would like to suggest changes to the policy, or has comments as to how its effectiveness could be improved, should write in the first instance to:

An Comunn Gàidhealach

5 Mitchell’s Lane

Inverness

IV2 5HQ

**Key details:**

* Policy prepared by: James Graham / Creative Services (Scotland) Ltd
* Approved by board/management: 27th August 2021
* Policy became operational on: 27th August 2021
* Next review date: August 2022

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