



## **EQUAL OPPORTUNITIES POLICY**

### **1. Definitions**

- "the Company" - Vivace Singers Limited
- "the Policy" - this Equal Opportunities Policy
- "the Members" - the Members of the Company
- "the Executive" - the Directors of the Company

### **2. Responsibility**

2.1. The Directors are responsible for all aspects of this policy, including its maintenance. The Directors shall be answerable to the members of the Company.

### **3. The Directors**

- 3.1. The Members of the Company will seek to achieve an equal gender balance and fair ethnic and disabled representation in its structure.
- 3.2. All members of the Company shall be familiar with the Policy and be committed to its proper implementation.

### **4. Publicity**

- 4.1. The Company's general publicity shall reflect the Policy and project it positively where appropriate e.g. photographic stills, posters etc.
- 4.2. All publicity material, publications and correspondence shall, where practicable, include the statement "Vivace Singers Limited is an Equal Opportunities employer" or similar.
- 4.3. This Policy shall be published on the Company world-wide-web site

### **5. Cultural Policy**

5.1. The policy of the Company is to advance choral excellence through the education of the public in the knowledge, understanding and appreciation of the medium by means of performances.

The mix of material chosen for performance, where appropriate will represent the widest range of choral repertoire, within the limitations of availability of material.

### **6. Training**

6.1. It is the Directors responsibility to ensure that the Members are familiar with all aspects of the Policy including communication skills, technical skills, e.g. the use of infrared hearing systems, wheelchair lifts etc. and caring skills, e.g. the manouevering of wheelchairs in confined spaces. At the Executive's discretion, they shall arrange additional training for the Members to ensure that this is the case.

6.2. All members shall have the right to participate in any and all activities where new skills can be learnt or taught, with the aim of maximising their contribution to the Company.

## **7. Membership**

7.1. No-one shall be refused membership of the Company on the grounds of their gender, colour, ethnic or national origin, disability, age, sexual orientation, socio-economic background or religious beliefs.

7.2. No member of the Company shall be refused membership of the Executive on the grounds of their gender, colour, ethnic or national origin, disability, age, sexual orientation, socio-economic background or religious beliefs.

7.3 Any employee who believes that s/he has been unfairly treated within the scope of this section of the equal opportunities policy may raise the matter with the Executive. Any person who believes that s/he has been unfairly treated may write in the first instance to the Directors of the Company or to a Member if the Director(s) is/are involved.

## **8. Premises and Equipment**

8.1. Wherever possible, premises used for performances shall be chosen to meet the needs of disabled people.

8.2. The Company shall encourage the owners of venues used by the Company to improve access for disabled people, and wherever possible, shall improve its own equipment to improve the enjoyment and accessibility of the Company's performances for those with hearing or sight impairment.

## **9. Review of Policy**

9.1. It is the intention of the Company that the Policy shall be kept under regular review, to ensure that the commitment to equality of opportunity is maintained.

9.2. This policy shall be formally reviewed and re-approved every three years.

18 September 2005