



## EQUALITY, EQUITY, DIVERSITY & INCLUSION POLICY

### **1. Statement of Policy**

Creative Futures (UK) is committed to equality and inclusion in every aspect of its work, and to supporting and increasing the diversity of its workforce and those it reaches through its projects. It will not discriminate against anyone on the basis of sex, gender reassignment, gender identity, marital status, race, ethnic origin, colour, nationality, disability, sexual orientation, religion, pregnancy, age, or medical status. Creative Futures (UK) recognises that members of minority or marginalised groups not specifically mentioned in the Equality Act 2010 can also face unfair discrimination. Creative Futures (UK) is opposed to any form of unfair, unlawful, direct, and indirect discrimination.

All those engaged by Creative Futures (UK), whether part-time, full-time, or temporary employees; or those engaged on a contract basis, will be treated fairly and with respect.

All those participating in projects delivered by Creative Futures (UK) will also be treated fairly and with respect.

Inclusivity will remain at the heart of all our programmes, and throughout the organisation. Programmes and activities undertaken by Creative Futures (UK) will be actively managed to ensure content is accessible, fair, and inclusive, as well as being responsive to the needs and backgrounds of the participants.

### **2. Recruitment and Selection**

i) We will endeavour to ensure that those making selection and recruitment decisions will not discriminate unfairly, whether consciously or unconsciously, in making these decisions.

ii) Promotion and advancement will be made on merit will be made within the overall framework and principles of this policy.

iii) Short-listing and interviewing will be carried out by more than one person where possible.

iv) Interview questions will be related to the requirements of the job and will not be of a discriminatory nature.

v) We will not disqualify any applicant who is unable to complete an application form unassisted, unless personal completion of the form is a valid test of the standard of English required for the safe and effective performance of the job. Application forms will be made available in alternative formats, when requested.

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#### **Creative Futures (UK) Limited**

Company registered in England and Wales, No. 7578987 Registered Charity No. 1143459  
Registered address: Office 9a, The Beethoven Centre, Third Avenue, London W10 4JL  
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vi) Other reasonable adjustments will be made for candidates and employees with disabilities and additional needs, as appropriate.

vii) All new salaried roles will be publicly advertised.

viii) Creative Futures (UK) will undertake appropriate diversity monitoring of its current staff and contactors.

Creative Futures (UK) is committed to creating a working environment free of bullying, harassment, victimisation, and unlawful discrimination, and expects all employees, contractors and participants to treat others equitably, with dignity and respect.

Any complaints will be investigated by the management of Creative Futures (UK), and may result in Disciplinary proceedings. Details of the organisation's Complaints and Disciplinary policies and procedures can be found at: [www.creativefuturesuk.com/policies](http://www.creativefuturesuk.com/policies)

This policy was reviewed at the AGM on 9.10.2023.

Equality & Discrimination officer: Julian Knight, Creative Director

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