

## **Green Room Place (GRP) Equal Opportunities Policy**

*Updated & Approved by Company Directors and Qualified Pastoral Staff on January 27th, 2025.*

### **1. Policy Statement**

Green Room Place, Ltd. is committed to providing a learning, working, and cultural environment where all individuals are treated fairly, with dignity and respect. We are dedicated to creating an environment free from discrimination, harassment, or victimisation, and will take appropriate action to prevent such behaviour.

This Equal Opportunities Policy applies to all individuals who engage with Green Room Place, Ltd., including students, staff, contractors, volunteers, and guests of our services and events, particularly **Green Room Music Theory (GRMT)** and **Green Room Piano Festival (GRPF)**.

We believe that an inclusive environment enhances the experience of all involved and allows for a diversity of voices, backgrounds, and experiences to flourish. Green Room Place, Ltd. will promote equality of opportunity in all aspects of its work and services.

### **2. Legal Framework**

Green Room Place, Ltd. adheres to the requirements of the **Equality Act 2010** and other applicable UK laws concerning equality and non-discrimination. This includes, but is not limited to, the following protected characteristics:

- Age
- Disability
- Gender Reassignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex
- Sexual Orientation

We are fully committed to upholding these principles in our recruitment, selection, training, service delivery, and general interactions with staff, students, and other stakeholders.

### 3. Commitment to Equal Opportunities

Green Room Place, Ltd. is committed to promoting equality, diversity, and inclusion across all its activities, including:

- **Recruitment and Selection:** We will ensure that all recruitment processes are open, fair, and transparent. Job descriptions, advertisements, and selection criteria will be free from bias and will focus on the skills and experience required for the role. We will actively encourage applications from diverse communities.
- **Education and Training:** We will provide all students and staff with access to equal educational opportunities. Our training materials, resources, and teaching staff will be equipped to accommodate diverse learning styles, needs, and backgrounds. We will make reasonable adjustments to ensure that all participants can fully engage with our courses and events.
- **Promotion and Development:** All employees and participants will have equal access to career and personal development opportunities. Decisions regarding promotions, pay increases, and progression will be made on merit, free from bias or discrimination.
- **Customer Services:** We will ensure that all our students, participants, and clients are treated with dignity and respect, and that all services are accessible to individuals from diverse backgrounds. We will make reasonable adjustments where necessary to support participants with additional needs.
- **Events and Activities:** Green Room Music Theory (GRMT) and Green Room Piano Festival (GRPF) will ensure that all events and activities are inclusive, accessible, and welcoming to people from all communities and backgrounds. This includes providing adequate facilities, support for attendees with disabilities, and ensuring that no person is excluded on the grounds of any protected characteristic.

### 4. Discrimination, Harassment, and Victimisation

Green Room Place, Ltd. will not tolerate any form of discrimination, harassment, or victimisation based on the protected characteristics outlined in the **Equality Act 2010** or any other discriminatory grounds.

- **Discrimination:** We will ensure that no one is treated unfairly based on their protected characteristic or any other unjustifiable reason.
- **Harassment:** We will not tolerate any form of bullying, intimidation, or harassment, either physical or verbal, directed at any individual or group.
- **Victimisation:** We will protect individuals who raise concerns about discrimination or harassment, ensuring that they are not subjected to detriment as a result.

Any incidents of discrimination, harassment, or victimisation will be thoroughly investigated, and appropriate action will be taken in line with our disciplinary procedures.

## 5. Reasonable Adjustments

Green Room Place, Ltd. is committed to providing reasonable adjustments to ensure that students and staff with disabilities can fully participate in our courses, workshops, and events.

- We will provide adjustments to ensure that disabled participants have equal access to our services, including accessible venues, learning materials in alternative formats, and additional support where necessary.
- We will work closely with individuals to understand their needs and ensure that appropriate adjustments are made wherever possible.

## 6. Diversity and Inclusion Training

All staff, tutors, and contractors working for Green Room Place, Ltd. will receive training on diversity, inclusion, and equal opportunities, as well as the legal obligations under the **Equality Act 2010**. This training will help ensure that everyone within the organisation understands the importance of equality and diversity and is equipped to foster an inclusive environment.

- **Staff and Tutor Development:** We will provide ongoing development to our staff and tutors to ensure that their teaching, learning, and interaction with students are free from bias and discrimination.
- **Student Awareness:** Students will be educated on the principles of equality and inclusion and will be encouraged to embrace diversity in their interactions with peers, tutors, and staff.

## 7. Monitoring and Reporting

Green Room Place, Ltd. is committed to monitoring the effectiveness of this policy and regularly reviewing its practices. We will collect and analyse data on our students, staff, and event participants to assess our progress in achieving a diverse and inclusive environment.

- **Feedback:** We will actively seek feedback from staff, students, and stakeholders to ensure that we are meeting the needs of all individuals and addressing any concerns related to equality and inclusion.
- **Reporting Mechanisms:** We encourage anyone who experiences discrimination, harassment, or victimisation to report the incident to a senior member of staff, using our designated reporting channels. All complaints will be treated seriously and investigated promptly.

## 8. Complaint Procedure

If you feel you have been subject to discrimination, harassment, or victimisation, you have the right to file a complaint with Green Room Place, Ltd. We take all complaints seriously and will ensure that:

- Your complaint is handled confidentially and sensitively.
- A full investigation will be conducted in line with our internal grievance procedures.
- Appropriate actions will be taken to address any issues that arise.

If the complaint is not resolved internally, individuals have the right to escalate the matter to external bodies such as the **Equality and Human Rights Commission (EHRC)** or other relevant authorities.

## 9. Responsibilities

All staff, students, tutors, and volunteers at Green Room Place, Ltd. are expected to uphold the principles of this Equal Opportunities Policy. Everyone has a role to play in ensuring that discrimination, harassment, and victimisation do not occur, and that an inclusive and respectful environment is maintained.

- **Management:** The management team is responsible for ensuring the implementation of this policy and providing appropriate resources to support equality and diversity initiatives.
- **Staff and Tutors:** All staff and tutors are expected to treat everyone with respect, contribute to an inclusive environment, and challenge any discriminatory behaviour they may witness.
- **Students and Participants:** All students and participants are expected to respect the diversity of their peers and contribute to an environment of mutual respect.

## 10. Review and Evaluation

Green Room Place, Ltd. will review this Equal Opportunities Policy regularly to ensure that it remains up-to-date and compliant with relevant legislation. Any necessary amendments will be made to ensure that we continue to promote equality and diversity in all areas of our work.

The policy will be reviewed annually or sooner if required by changes in legislation or operational requirements.

**Green Room Place, Ltd. is fully committed to fostering an inclusive environment where every individual, regardless of background or identity, can thrive and feel valued. We are proud to be an organisation that celebrates diversity and ensures that equal opportunities are available to all.**