



| **Childcare** | **Breakfast Clubs** | **Lunch Clubs** | **PPA Cover** | **After School Clubs** | **Holiday Camps** |

Equal Opportunities and Diversity Policy

At Xtra time and 1st Touch Coaching we are committed to ensuring that each and every person accessing the Club is able to access the activities and services that we offer, to help everybody achieve more.

At Xtra time / 1st Touch Coaching we will offer a warm and welcoming environment for all Club users. Where people are treated as individuals are respected and valued for their differences.

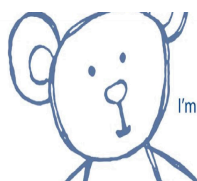
Xtra time / 1st Touch Coaching has written this policy to ensure that best practice and procedures are carried out at the Club.

This policy complies with the legal requirements of the Early Years Foundation Stage statutory framework.

Aims of Xtra time / 1st Touch Coaching:

- To encourage the principle of fairness through the services offered including: educational, play and sporting opportunities we provide at the Club.
- To remove discrimination and any barriers which prevent access to services and learning/play opportunities
- The Club will ensure that recruitment of staff is transparent and equal for everyone to achieve.
- The Club will not stereotype or accept prejudice of any kind and will adopt positive and tolerate attitudes in children and adults.
- The Club will respect and celebrate the cultural diversity of the local community.

Implementation of the Policy



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| WWW.XTRATIME.CO.UK | sportsservices@xtratime.co.uk | Tel: 07746945903 |

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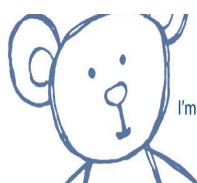
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- The Club supports and will endeavor to promote community cohesion among the local schools it takes children from.
- Members of staff / Coaches will act as role models and adopt a positive atmosphere of mutual respect and trust among children and adults from all ethnic groups.
- The Club is sensitive to the dietary and clothing requirements of religious groups and will cater for the range of dietary requirements.
- Xtra time will celebrate the main festivals of religious groups in the local community. The Club will provide activities to promote understanding of the festivals and religions amongst adults and children who use the Club.
- The Club has clear policy and procedures for dealing with bullying. Incidents are dealt with immediately and staff / Coaches will always be fair and consistent in their approach.
- The Club keeps records and logs of all incidents of harassment. The records include details of any action taken by staff members.
- Staff, Coaches, children and parents are made aware of key policies which promote equality of opportunity as part of the induction process.

Equal Opportunities Procedures at Xtra time and 1st Touch Coaching

Xtra time / 1st Touch Coaching will:

- Ensure that all services and activities offered at the Club are equally accessible to all families in the local community regardless of race, gender, ability or any other groups which could be discriminated against.
- The Club will establish effective partnerships with parents, partners and professionals to enable all Club users to achieve more.
- Promote tolerance, respect and understanding of equal opportunities and inclusion issues when planning and organizing services and activities at the Club.



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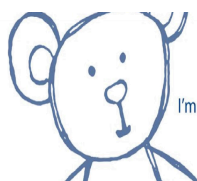
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- Provide opportunities for children and adults to celebrate their cultural identity by providing a range of events and activities.
- Ensure clear and transparent recruitment procedures which are fair, open and non-discriminatory to any individual or group.
- Try to build a team of staff and volunteers which reflects the cultures in the local community.
- Ensure that all staff and volunteers understand the principles and procedures of the Equal Opportunities Policy and how this impacts on their work and practices in the Club.
- All members of staff / Coaches will be expected to lead by example by displaying tolerant and respectful attitudes and behavior and challenging any discriminatory incidents.
- Staff members who act in a discriminatory way will be dealt with according to the procedures outlined in the Staff Disciplinary Procedures policy.

Club Manager / Managing Director - Roles and Responsibilities

To ensure that;

- Members of staff, Coaches and volunteers receive high quality training to help them to understand and follow the principles outlined in the Equal Opportunities Policy.
- The Equal Opportunities Policy is reviewed regularly with Xtra time / 1st Touch Coaching. Senior management and makes changes which take into account new legislation or guidance.
- Action is taken immediately to deal with any incidents or harassment or discriminatory behavior.



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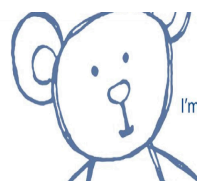
All policies and procedures will be kept under review to ensure they do not operate in a discriminatory manner or in any way against its commitment to equal opportunities.

Reviewing, Monitoring and Evaluating of Inclusive Practices

The Club Manager / **Managing Director** will undertake the monitoring, evaluation and review of practices at the Club to ensure that they are inclusive.

This will involve:

- Observation of activities and practice.
- Discussions with children, parents and staff.



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