

EQUALITY & DIVERSITY
POLICY EASY READ

TAKING
FLIGHT

Taking Flight Theatre

Equality and Diversity Policy

What do we do?

Take away **barriers** to theatre.



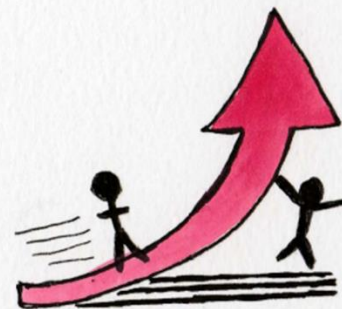
Make **access** creative.



Equality for Deaf and Disabled people in theatre.



Challenge others to think in inclusive ways.



What do we want?

For the **stories** we tell (and the people telling them) to **show** what **society** is really like.



For all audiences to feel **welcomed** and **understood**.



For everyone to have **equal access** and **opportunity**.



Why do we have this policy?

We are **accessible** and **inclusive**.



We want to stand up for and improve **equality** and **diversity**.



We treat everyone **equally**.



This is for **staff, freelancers, organisations,** and **audiences**.



This will be **updated** often from talking to **experts** and getting **advice**.



Aims:

People are being **discriminated** against because of their **race, sex, disability, sexual choice, class, religion,** if they are **married** and where they **live**.



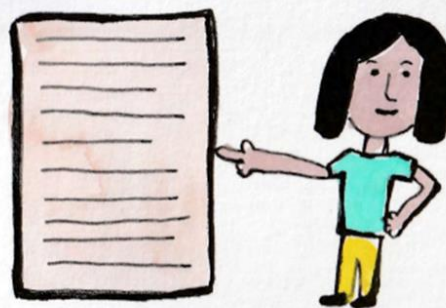
Discrimination is unacceptable.



We will take **action** to **stop discrimination** happening in everything we do.



We promise the **actions** in this **policy** will happen.



Equal opportunity for everyone.



Who is this policy for?

Salaried Staff

Freelancers and **Contractors**

Volunteers and **Trustees**

Other **organisations** and **venues**



Accessibility

All of our meetings, rehearsals and events are in **accessible venues**.



We provide access such as:

BSL interpretation

Captions

Welsh/ English translation

Audio description

And more!



We urge **organisations** and **venues** we work with to be as **accessible** and as **welcoming** as they can be.



Confusing jargon should be made easy to understand. **Correct language choices** should be used at all times.



We will support everyone to make **Access Riders** that explain what **access tools** they need. We will make sure this is **costed** and **put in place** in plenty of time.



It's important to have **regular chats/ keeping in touch** sessions for mental health, changing conditions and energy levels so we can best **support** you day to day.



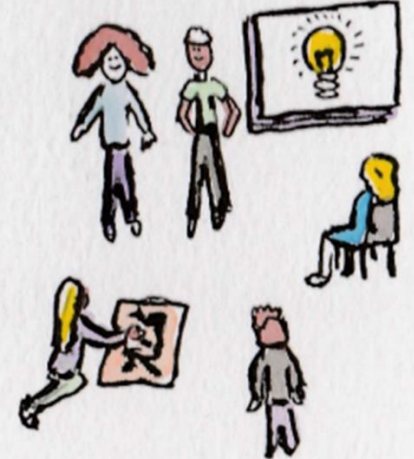

This might include **working flexible hours** or from **home** where possible.




Diversity

Diversity includes any **characteristics, backgrounds** and **experiences** that make us **different**.



<p>We will be open to new ideas and focus on opportunities for artists and audiences to share their cultures, backgrounds and lived experiences.</p>	 <p>A hand-drawn illustration showing a group of diverse people. At the top, a man and a woman stand next to a screen displaying a glowing lightbulb, symbolizing an idea. Below them, a woman is seated in a wheelchair, and another person is kneeling to assist her. To the right, a man stands looking towards the group.</p>
<p>We will create an open space that respects difference.</p>	 <p>A hand-drawn illustration of three women standing together. The woman on the left has long dark hair and is wearing a teal dress. The woman in the middle has blonde curly hair and is wearing a pink top and red skirt. The woman on the right is seated in a wheelchair, wearing a pink top and dark pants.</p>

Inclusion and respect

<p>Taking Flight will make every person feel welcome.</p>	 <p>A hand-drawn illustration of a brown doorway with a yellow door. Above the doorway is a sign that says "WELCOME!". A person is standing in the doorway, and a small mat is on the floor in front of the door.</p>
<p>Sexist, racist, homophobic, ableist, audist or other rude comments are not acceptable.</p>	 <p>A hand-drawn illustration of a red prohibition sign, consisting of a red circle with a diagonal slash through it.</p>
<p>We will listen to staff, audiences, stake holders and trustees to make sure everyone is heard.</p>	 <p>A hand-drawn illustration of two women sitting at a long wooden table. The woman on the left is seated in a wheelchair and is wearing a red top. The woman on the right is standing and wearing a purple top. A speech bubble is shown above the woman in the wheelchair, indicating she is speaking.</p>

If someone is discriminated against, what do we do?

If a **staff member** has been **discriminated** against, they must tell their **line manager**.

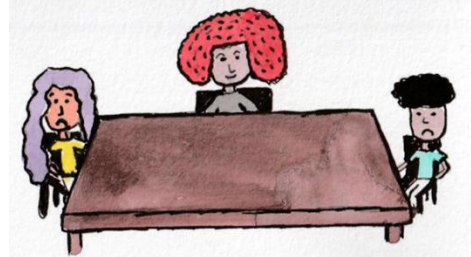
(If the complaint is about the line manager, they must tell the **CEO** or **board of trustees**.)



The **line manager** will look into what happened and **listen** to everyone involved.



At first there will be a **conversation** to try and find a solution.



If more action is needed the CEO and board of trustees will follow **Taking Flight's grievance procedure**.



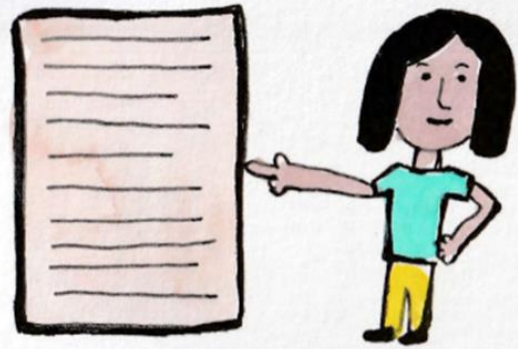
Each person involved will have the chance to **tell their story** with a **friend** with them.



If the complaint is against the **whole of Taking Flight** the CEO and trustees will make sure this **never happens again**.



A person may be **fired** because of **discrimination**.



Taking Flight will **fully support** anyone who has been discriminated against.

