



Equality, Diversity and Inclusion Policy

Policy Published January 2021
Last Review May 2025

CONTENTS

1. Introduction	3
2. Policy Statement.....	3
3. Principles	3
4. Recruitment & Employment... ..	4
5. Training, Awareness & Promotion	4
6. Procedure in event of perceived discrimination.....	4
7. Monitoring	5
8. Approval & Review	5
9. Terminology.....	6

1. Introduction

The Horse Rangers Association (Hampton Court) Ltd, hereinafter referred to as Horse Rangers, strives for high standards both as an employer and as a provider of services. Horse Rangers aspires to being a welcoming and inclusive organisation where everyone feels valued.

As a Youth Charity, Horse Rangers is fully committed to the principles of equality, diversity and inclusion for all persons and is opposed to all forms of unlawful and/or unfair discrimination including harassment, bullying and victimisation. Horse Rangers will ensure that all employees, members, volunteers, trustees, job applicants, contractors and service providers are treated equally and as individuals regardless of including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

This reflects our commitment to ensuring that every child and young person has the opportunity to develop and thrive through experiences with horses, whatever their background, ability, or any challenges they may face—whether physical, financial, or otherwise—in a safe and welcoming environment. By respecting and promoting diversity, we can better support the needs of children and young people; while remaining responsive to the communities they are part of and the society around them.

As Horse Rangers uses hands-on outdoor activities with horses to deliver its mission, Health & Safety remains a top priority. We are committed to ensuring a safe environment for everyone involved in our activities, while also taking all reasonable steps to promote equal opportunities and inclusive access for all.

This policy outlines Horse Rangers' commitment to equal opportunities, inclusive access to our activities, and the steps we take to prevent and address all forms of discrimination within the organisation.

2. Policy Statement

Horse Rangers is committed to equality, diversity, and inclusion, ensuring that no individual is treated less favourably based on protected characteristics under the Equality Act 2010, including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, Sex and sexual orientation. This applies to all members, employees, volunteers, Trustees, coaches, and consultants.

Horse Rangers is committed to fostering a diverse and inclusive culture where all employees, volunteers, and members are valued, respected, and supported to reach their potential. We believe diversity is a strength that enhances fairness, creativity, and responsiveness, and we aim to create an environment where everyone can thrive and contribute with confidence

Over the next three years (2025–2028), advancing equality, diversity and inclusion will be a key strategic priority. We are committed to embedding EDI principles at every level of our organisation – from governance and leadership to service delivery and volunteer engagement – ensuring our policies, practices and culture reflect and support the diverse communities we serve. This will include clear targets, regular reviews, and a proactive approach to identifying and addressing barriers to inclusion.

3. Principles

This policy is implemented across all aspects of Horse Rangers' operations, including, but not limited to:

- Recruitment of employees, volunteers, members;
- Acceptance of children and young people;
- Appointment of trustees;
- Interactions with service providers and members of the public.

Horse Rangers will comply with the Equality Act 2010 and all other relevant employment, safeguarding and data protection legislation.

The trustees acknowledge that providing equal opportunities, diversity, and inclusion is good management practice and are responsible for ensuring the proper implementation, monitoring, and review of this policy.

4. Recruitment & Employment

Horse Rangers is committed to ensuring that every employee and volunteer has a working environment that promotes respect, and where individual differences and the contributions of employees and volunteers are recognised and valued.

Horse Rangers will ensure that individuals are treated equally and fairly and that decisions on recruitment, training and promotion are based solely on merit.

Job descriptions are written to ensure that they are in line with our policy with job requirements clearly described in any personnel specifications.

Vacancies will be advertised through a fair and consistent process, reaching a diverse range of candidates in the labour market.

5. Training, Awareness & Promotion

Briefing on this policy is part of the induction procedure for all employees, volunteers, trustees. A copy must be signed indicating it has been read and understood. It must also be available to all members/ parents or carers.

A breach of this policy by an employee will be regarded as misconduct that could lead to disciplinary proceedings or other appropriate action.

All employees and volunteers will receive suitable training as appropriate in matters relating to equal opportunities, inclusion and diversity in order to develop anti-discriminatory and inclusive practices.

Promotions within the organization will align with the principles set out in this policy.

6. Procedure in event of perceived discrimination

Any employees, members (child/ young person/adult at risk), adult parents/carers of members, volunteers, Trustees, job applicants, contractors, service providers who believe that they have suffered any form of discrimination, bullying, harassment or victimisation within Horse Rangers should raise the matter with their line manager, group leader or liaison manager first, then/or raise it to the Horse Rangers' director and/ or any other trustee. If the matter is not dealt with to the satisfaction of the complainant, the Horse Rangers' Complaints policy should then be followed.

7. Monitoring

Employment records of all employees will be maintained and reviewed in order to monitor the progress of this policy.

Horse Rangers regards the collection / analysis of data as vital in informing change and improving performance and complying with legislation. Where appropriate, statistics on Horse Rangers services will be collected and analysed in relation to matters of equality, diversity and inclusion.

Recruitment and selection procedures will be monitored and reviewed annually by the Trustee Board. All aspects of policies and procedures shall be kept under review to ensure that they do not operate against the Equality, Diversity & Inclusion Policy.

In order to determine the impact of this policy it is important that a monitoring system be developed which will measure commitment, progress and effectiveness.

The Equality, Diversity and Inclusion Policy will be monitored and reviewed as follows:

- Equality, Diversity and Inclusion will be an agenda item at regular Trustee, volunteer and staff meetings and will be minuted.
- A review of the policy will be undertaken annually and will take into account minutes from Horse Rangers' Trustee, volunteer and staff meetings.
- Trustees, staff, volunteers and service users will be encouraged to submit comments for consideration.
- The review recommendations will be presented to the relevant Trustee committee meeting for discussion.

If it is found that the policy is excluding or discouraging trustees, staff, volunteers' development or restricting service users, the relevant line manager, with the support of the Director, should take positive action to re-adjust the policy.

8. Approval & Review

This Equality, Diversity and Inclusion Policy was approved at a Board Meeting of the Trustees. It will be reviewed each year thereafter, or more frequently if appropriate.

Signed:



Date: 14 May 25

Terminology

‘Children’ includes everyone under the age of 18 & 25 if a child has a disability.

‘Adults’ are defined as Officers, Instructors, Rangers over 18 and all adult volunteers (excluding those with Special Needs).

‘Members’ are defined as Rangers under the age of 18 & 25 if a child has a disability and all adult at risk (over 25s).

‘Adult at risk’ is defined as a person aged 18 or older, or 25 if they have a disability, who is in receipt of or may be in need of community care services by reason of a mental or other disability, age or illness and who is or may be unable to take care of themselves, or unable to protect themselves against significant harm or exploitation.

‘Volunteer’ includes all members over the age of 18 on a reduced subscription and in a role of responsibility such as Officer or Instructor, and all Riding for the Disabled (RDA) and Outreach volunteers and RDA Coaches (unpaid roles).