



Equal Opportunities & Diversity Policy

Huddersfield Literature Festival is committed to providing equal opportunities and welcomes diversity in-line with the Equal Opportunities Act 2010. We will not discriminate against our steering group, volunteers, audience or performers on the grounds of gender, sexual orientation, disability or impairment, age, race, creed, colour, nationality, ethnic or national origin, trade union activity, HIV or marital status, religion or belief or similar bases.

Furthermore, we value difference, and recognise the value that the different backgrounds, skills, outlooks and experiences of our steering group, volunteers, performers and audiences bring to the organisation.

Huddersfield Literature Festival operates on the basis of equal opportunities and aims to actively encourage participation (performers, volunteers and audience) from a wide spectrum of society, irrespective of gender, age, race, ethnicity, nationality, sexual orientation, disability or religion.

We will not tolerate behavior that contradicts the letter or spirit of this statement.

The steering group will evaluate and adjust its practices and programming where appropriate and where gaps in achieving the aims of the Equalities and Diversity Statement are identified.

To achieve the aims of our policy we will:

- Advertise volunteer opportunities widely and in a way that encourages participation from a wide spectrum of society via social media, on the HLF website, the University of Huddersfield, at targeted events and by word of mouth
- Tailor volunteer roles wherever necessary to make them accessible to all
- Cover out of pocket expenses for Volunteers in-line with the HLF Volunteer Expenses Policy

- Use confidential Equality and Diversity monitoring forms to assess the composition of our volunteer team and use the information to identify and help address any areas which require improvement
- Encourage audiences from all sectors of society by promoting the festival as widely as possible using accessible and inclusive language and images
- Use questionnaires to gather information about audience composition and use it to inform future activities
- Commission AccessAble to produce Access Guides to key venues and indicate accessibility in the festival brochure and on the website
- Invest in live subtitling at key events to make them accessible to people who are deaf, deafened or hard of hearing
- Use written language and images that are inclusive in all media relating to the festival
- Allow customers to request wheelchair access when booking tickets
- Provide text only copies of the festival brochure for download on the festival website
- Events are open to all (events unsuitable for children will be promoted accordingly)
- Events will be priced to encourage maximum participation, based on agreement with partners and the steering group and there will be a minimum of three free events at every festival

**This policy will be reviewed annually by the HLF Steering Group.
Review date May 2019**

