

EQUALITY AND DIVERSITY POLICY

1 INTRODUCTION

The Royal Armouries houses the national collection of arms and armour and is uniquely diverse in terms of the breadth of the collection held. Our museum welcomes people from all backgrounds and abilities and is committed to delivering an environment that is wholly inclusive, sustainable and secure.

2 PURPOSE

In delivering its objectives the Royal Armouries seeks to reflect the diversity of all its users. The aims and objectives of this policy are:

- To treat our colleagues, visitors and partners fairly and with respect
- To recognise and value differences and individual contributions
- To ensure that the museum welcomes people from all backgrounds and abilities and individuals are treated in the same manner at all times
- To encourage participation and dialogue in the activities of the Museum by under-represented groups
- To provide staff, contractors and consultants with guidelines and training to enable them to carry out their responsibilities
- To provide collections, galleries, events and interpretations which are representative of a wide range of people

3 SCOPE

All employees, contractors and consultants are governed by this policy and are responsible, by their actions, for making sure this policy is implemented effectively.

Directors and senior managers will be responsible for the management and on going monitoring of their staff to ensure procedures are followed. They are also responsible for implementing mentoring and support initiatives to improve equality and diversity in the Royal Armouries and for ensuring all staff have been adequately trained. All staff are responsible for ensuring that all programmes promote engagement with and the understanding of diversity and equality and for ensuring that they receive the training they require to carry this out.

Where ever practicable the Royal Armouries will:

- Use the collection to reflect the cultural and social diversity of different societies
- Ensure that no one group is disadvantaged by ensuring all public programmes promote engagement with diverse cultures
- Evaluate all exhibitions designed to increase visits by people from minority ethnic backgrounds
- Equality and diversity impact has been considered in all of its policies and procedures.
- All staff receive on going training

4 RISK

The associated risk of non compliance of this policy is:

Impact of non compliance: HIGH

Likelihood of non compliance: MEDIUM

Risk will be mitigated by continuous staff monitoring. The risk associated with non compliance of this policy will be included on the risk register.

Policy name: Equality and Diversity Policy

Version: 1.0

Approved by	
Approval date	
Review date	August 2011
Risk assessment score Details of risk assessment passed to (if high impact/high probability) Date passed to risk officer	High (I) Medium (C)
Policy owner	

Note: Circumstances may arise where changes are required to this policy before the review date. The policy owner is responsible for ensuring the completeness and relevance of this policy at all times. On each review sign off must be completed.