

BRYMON PROMOTIONS

Equality, Diversity & Inclusion Policy/Procedure

A Subsidiary of Brymon Consulting Pty Ltd

Applies to:

THE PLAY© musical

Voices That Matter© Youth Mental Health & Wellbeing Programme

Version 1.0

Review Date: July 2027

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1. Purpose

Brymon Promotions is committed to providing an inclusive, respectful and welcoming environment where every individual is treated with dignity and fairness. Equality, diversity and inclusion underpin all activities delivered through THE PLAY© and the Voices That Matter© Youth Mental Health & Wellbeing Programme.

2. Policy Statement

Everyone has the right to participate free from discrimination, bullying, harassment and victimisation. Decisions will be based on fairness, merit and respect.

3. Scope

This policy applies to directors, employees, volunteers, contractors, schools, youth organisations, parents, carers, participants, sponsors and partner organisations across Australia and the United Kingdom.

4. Our Commitment

We will promote equality of opportunity, encourage diversity, make reasonable adjustments, foster respectful behaviour, comply with legislation and continuously improve inclusive practices.

5. Protected Characteristics

Brymon Promotions will not tolerate discrimination based on age, disability, race, colour, nationality, ethnic origin, religion or belief, sex, gender reassignment, sexual orientation, pregnancy, marriage or civil partnership.

6. Responsibilities

Directors provide governance; managers implement the policy; facilitators create safe and inclusive environments; participants treat others with respect; parents support safeguarding and wellbeing.

7. Recruitment

Recruitment will be transparent, objective and merit-based, using fair selection processes and safeguarding checks where appropriate.

8. Training

Relevant personnel will receive induction and refresher training covering equality, safeguarding, behaviour management, cultural awareness and mental health awareness.

9. Bullying & Harassment

Brymon Promotions has zero tolerance for bullying, harassment, racism, sexism, homophobia, disability discrimination or victimisation. All allegations will be investigated promptly and fairly.

10. Reasonable Adjustments

Reasonable adjustments may include accessible venues, communication support, modified activities, additional supervision and flexible participation.

11. Safeguarding

Safeguarding is everyone's responsibility. Concerns must be reported immediately using the organisation's safeguarding procedures. Participants under 16 should normally be accompanied by a parent, guardian or authorised adult unless otherwise agreed.

12. Complaints

Complaints will be handled confidentially, impartially and promptly, with outcomes recorded and communicated appropriately.

13. Monitoring & Review

The policy will be reviewed annually or sooner following legislative changes, organisational changes or significant incidents.

Appendix A – Photography, Video Recording & Media Consent Form

Participant Consent

Brymon Promotions, a Subsidiary of Brymon Consulting Pty Ltd, may from time to time photograph, film or record participants during workshops, rehearsals, performances, community events and other activities associated with **THE PLAY©** and the **Voices That Matter© Youth Mental Health & Wellbeing Programme**. Images and recordings may be used to celebrate achievements, promote programmes, support funding applications, provide educational resources and raise community awareness through printed publications, websites, social media platforms, newsletters, media releases and other promotional materials.

Participation in photography or video recording is entirely voluntary. Choosing not to provide consent will not affect a participant's ability to take part in any Brymon Promotions activity. Where consent is withheld, Brymon Promotions will take all reasonable steps to ensure the participant is not intentionally photographed or recorded, although this cannot always be guaranteed during large public events or audience-wide photographs.

I confirm that I have read and understood this consent form and authorise Brymon Promotions to photograph and/or video record the participant named below for the purposes outlined above. I understand that this consent may be withdrawn at any time by providing written notice to Brymon Promotions; however, material already published or distributed prior to withdrawal may not be capable of being removed.

Participant Name:

Parent/Guardian Name (if participant is under 18 years):

Contact Telephone:

Email Address:

Consent Options

Please tick the appropriate boxes:

- ☐ I consent to photographs being taken.
- ☐ I consent to video recordings being taken.
- ☐ I consent to the use of photographs and/or video recordings in printed publications.
- ☐ I consent to the use of photographs and/or video recordings on Brymon Promotions' website and official social media platforms.
- ☐ **I do not consent** to any photographs or video recordings being taken.

I acknowledge that I have had the opportunity to ask questions regarding this consent and understand how my images and recordings may be used.

Participant Signature (if over 18): _____

Parent/Guardian Signature (if participant is under 18): _____

Date: ____ / ____ / ____

Brymon Promotions Representative: _____

Date: ____ / ____ / ____

Appendix B – Equality, Diversity & Inclusion Complaint Form

Brymon Promotions

A Subsidiary of Brymon Consulting Pty Ltd

This form should be completed if you wish to report discrimination, bullying, harassment, victimisation or any other concern relating to equality, diversity or inclusion. All complaints will be treated confidentially and investigated fairly.

Complainant Details

Name: _____

Date: ____ / ____ / ____

Telephone / Email: _____

Role: ☐ Participant ☐ Parent/Guardian ☐ Employee ☐ Volunteer ☐ Other

Incident Details

Date of Incident: ____ / ____ / ____

Location: _____

Person(s) Involved: _____

Witness(es) (if any): _____

Description of Concern

Please briefly describe what happened.

Action Requested

What outcome would you like Brymon Promotions to consider?

Office Use Only

Complaint Received By: _____

Date Received: ____ / ____ / ____

Action Taken / Outcome:

Complaint Closed: ____ / ____ / ____

Declaration

I confirm that the information provided is true and accurate to the best of my knowledge.

Complainant Signature: _____

Date: ____ / ____ / ____

Manager Signature: _____

Date: ____ / ____ / ____

Appendix C – Annual Equality Review Checklist

- ☐ Policy reviewed
- ☐ Training completed
- ☐ Complaints analysed
- ☐ Accessibility reviewed
- ☐ Recruitment monitored
- ☐ Improvement actions completed