



Woodlarks Campsite CIO

Woodlarks Camp Site Trust

Equality, Diversity and Inclusion Policy

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Table of Contents

1	Introduction	3
	1.1 Overview	3
	1.2 Definitions	3
	1.3 Personnel	3
	1.4 Purpose	3
	1.5 Legal Framework	3
2	Commitments	4
	2.1 Inclusive Culture	4
	2.2 Access and Participation	4
	2.3 Training and Awareness	4
	2.4 Partnerships and Representation	4
	2.5 General	4
3	Implementation	5
	3.1 Hiring, Volunteer selection and Staffing	5
	3.2 Governance and Leadership	5
	3.3 Facility Hiring	5
	3.4 Complaints and Concerns	5
4	Policy Monitoring	6
	4.1 Regular Review	6

1 Introduction

1.1 Overview

- 1.1.1 Woodlarks is committed to promoting equity, diversity and inclusion (EDI) in all areas of our work. We believe that embracing diversity strengthens our organisation and enables us to better serve the communities we support. We are committed to providing a safe, welcoming, and respectful environment where everyone is treated fairly and can thrive.

1.2 Definitions

For definitions used in this policy, please refer to the separate document on our [website](#).

1.3 Personnel

- 1.3.1 For allocated personnel for this policy, please refer to separate document on our [website](#).

1.4 Purpose

- 1.4.1 This policy applies to:
- All Trustees, Staff, Visitors, Volunteers, and Contractors.
 - All areas of our work, including service delivery, governance, recruitment, partnerships and communications.

1.5 Legal Framework

- 1.5.1 This policy is underpinned by the Equality Act 2010, which protects individuals from discrimination on the basis of:
- Age
 - Disability
 - Gender reassignment
 - Marriage and civil partnership
 - Pregnancy and maternity
 - Race (including colour, nationality, and ethnic or national origin)
 - Religion or belief
 - Sex
 - Sexual orientation

2 Commitments

2.1 Inclusive Culture

2.1.1 We will foster a culture of respect and belonging by:

- Promoting inclusive practices to all members of Camps, Schools, Working Parties and Winter Events that use our facilities.
- Encouraging open dialogue and listening to diverse perspectives.
- Celebrating the different backgrounds and experiences of our team and communities.
- Taking seriously any concerns about discrimination or exclusion.

2.2 Access and Participation

2.2.1 We aim to:

- Make our spaces and events accessible to people with disabilities or additional needs.
- Provide materials in alternative formats where needed.
- Work with underrepresented groups to remove participation barriers.

2.3 Training and Awareness

2.3.1 We will:

- Provide basic EDI awareness training for trustees, staff and volunteers.
- Promote a shared understanding of inclusive language, behaviour, and unconscious bias.

2.4 Partnerships and Representation

2.4.1 We will:

- Work with partners and funders who share our EDI values.
- Actively seek to include diverse voices in programme design, delivery, and governance.

2.5 General

2.5.1 We will:

- Challenge discrimination and bias, whether direct or indirect, conscious or unconscious.
- Listen and respond to the experiences of people from marginalised or underrepresented groups.

3 Implementation

3.1 Hiring, Volunteer selection and Staffing

3.1.1 We aim to:

- Hire to Camps and Schools in a way that reach diverse audiences.
- Recruit people into roles in ways that reach diverse audiences.
- Use inclusive language and avoid unnecessary criteria.
- Ensure fair shortlisting and selection processes.
- Provide reasonable adjustments for disabled candidates, volunteers or staff.
- Monitor and reflect on our volunteer and staffing diversity.

3.2 Governance and Leadership

3.2.1 Our board of Trustees will:

- Take responsibility for EDI at the highest level.
- Review progress against this policy annually.
- Ensure EDI principles are embedded in strategic planning and decision-making.

3.3 Facility Hiring

3.3.1 We will:

- Provide our facilities to meet the diverse needs of our beneficiaries.
- Gather feedback from facility users to identify and address potential barriers to inclusion.
- Build relationships with communities that are underrepresented or at risk of exclusion.

3.4 Complaints and Concerns

- 3.4.1 Any individual who experiences or witnesses discrimination, harassment or exclusion is encouraged to raise their concern.
- 3.4.2 If the incident or behaviour occurs within one of the organisations that use the site, the first recourse should be through the organisation hiring the site. The leader of that Group, School or Working Party might then choose to escalate it to Woodlarks.
- 3.4.3 We will treat all complaints seriously, confidentially and in line with our grievance or complaints procedures.
- 3.4.4 The charity's complaint process is published on our [website](#).
- 3.4.5 The charity's exclusion policy is published on our [website](#).

4 Policy Monitoring

4.1 Regular Review

- 4.1.1 This policy will be reviewed every 3 years, or sooner if legislation changes or safeguarding incidents occur.
- 4.1.2 Lessons learned will be incorporated into future revisions.