

KARATE *& Dance* **FEDERATION**

Karate & Dance Federation

***Equality, Diversity & Inclusion
Policy***

Policy Overview Information

Policy Title	Equality, Diversity & Inclusion
Author	Mr. Jake Byrne
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Authorised By	Mr. Jake Byrne
Agreed By	Mr. Neil Byrne
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Policy Logistics

This policy is intended for the Karate & Dance Federation, which means that both companies within this umbrella organisation must adhere to the policies and procedures in place. These companies are: Central Karate Academy CIC and Midlands Dance Academy Ltd.

Umbrella organisation and governance structure

The Karate & Dance Federation operates as an umbrella organisation responsible for the strategic governance, safeguarding oversight, and operational standards applied across its constituent entities. While Central Karate Academy CIC and Midlands Dance Academy Ltd are separate legal entities with distinct legal structures, they function collectively under the Federation for the purposes of policy implementation, safeguarding assurance, quality control, and risk management.

All policies issued under the name of The Karate & Dance Federation establish a single, consistent framework of expectations, procedures, and standards that apply across both organisations. This ensures that children, families, staff, volunteers, and external partners experience the same level of protection, professionalism, and accountability regardless of which legal entity is delivering a particular activity.

Where statutory, regulatory, or reporting obligations differ due to the legal status of each entity, those obligations are met within the relevant organisation. However, the highest standard of practice set out within Federation policy will always apply. No individual, department, or entity operating within the Federation may adopt a lower standard than that required by Federation policy.

Ultimate responsibility for ensuring compliance with Federation policies sits with the Federation's senior leadership, who retain oversight of safeguarding, health and safety, professional conduct, and quality assurance across all activities delivered under the Federation name.

1. Policy statement and organisational commitment

The Karate & Dance Federation is committed to promoting equality, valuing diversity, and fostering an inclusive environment in which all individuals are treated with dignity and respect. The Federation believes that participation in karate and dance should be accessible to everyone, regardless of background, identity, or circumstance.

This policy sets out the Federation's approach to eliminating discrimination, advancing equality of opportunity, and promoting positive relationships across its communities. Equality, diversity, and inclusion are embedded into all areas of Federation activity, including recruitment, service delivery, safeguarding, and governance.

The Federation does not tolerate discrimination, harassment, or victimisation in any form.

2. Scope and application

This policy applies to all students, staff, volunteers, contractors, parents, carers, and visitors involved in or engaging with Federation activities.

The policy applies across all settings, including classes, rehearsals, events, competitions, trips, performances, online activity, and organisational operations. All individuals are expected to uphold the principles of this policy and contribute to an inclusive and respectful environment.

3. Legal framework

The Federation operates in accordance with relevant equality legislation, including the Equality Act 2010, which protects individuals from discrimination on the basis of protected characteristics.

These characteristics include, but are not limited to, age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

The Federation also recognises its broader ethical responsibility to promote inclusion beyond statutory requirements.

4. Promoting equality of opportunity

The Federation is committed to ensuring that opportunities to participate, progress, and achieve within karate and dance are open to all. Barriers to participation are identified and addressed wherever reasonably possible.

Selection, progression, and recognition processes are fair, transparent, and based on merit and effort. Adjustments are made where appropriate to support individuals with additional needs.

The Federation actively seeks to widen participation and to engage with underrepresented groups.

5. Inclusive practice and reasonable adjustments

The Federation recognises that individuals may require reasonable adjustments to participate fully and safely in activities. This may include adjustments to teaching methods, environments, communication, or scheduling.

Staff work in partnership with parents, carers, and participants to understand individual needs and to implement appropriate support strategies.

Inclusive practice is approached with sensitivity, flexibility, and respect for individual dignity.

6. Preventing discrimination, harassment and victimisation

The Federation does not tolerate discrimination, harassment, or victimisation on any grounds. This includes behaviour that is overt, subtle, intentional, or unintentional. All concerns or complaints relating to discrimination or exclusion are taken seriously and addressed promptly and fairly in line with Federation procedures.

Retaliation against individuals who raise concerns in good faith is not tolerated.

7. Roles and responsibilities

Senior leadership is responsible for ensuring that equality, diversity, and inclusion principles are embedded across the organisation and that this policy is implemented effectively.

Staff and volunteers are responsible for treating others with respect, challenging discriminatory behaviour, and modelling inclusive practice.

Parents, carers, and participants are expected to support the Federation's commitment to equality and inclusion.

8. Recruitment, training and development

The Federation promotes equality and diversity in recruitment, selection, and development processes. Decisions are based on skills, experience, and suitability, free from bias or discrimination.

Training and development opportunities are accessible and designed to support diverse needs.

9. Complaints and reporting concerns

Individuals who experience or witness discrimination or exclusion are encouraged to report concerns. Concerns may be raised through informal or formal channels and are handled sensitively and confidentially.

Safeguarding procedures are followed where concerns involve children or vulnerable individuals.

10. Monitoring and review

The Federation monitors equality and inclusion practice through feedback, review, and reflective learning. Data is used appropriately to identify trends and areas for improvement.

This policy is reviewed annually and updated to reflect legislative change, best practice, and organisational development.

11. Policy breaches

Failure to comply with this policy may result in disciplinary action, termination of engagement, and/or other appropriate action.