

# Equality, Diversity, Inclusion and Belonging

## Company Policy, Made By Katie Green

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Made By  
Katie  
Green

### Our commitment to Equality, Diversity, Inclusion and Belonging (EDIB)

**Made By Katie Green** is committed to encouraging equality, diversity, inclusion and belonging among our workforce, across all elements of our practice and in the ways in which we work with our core team and collaborators, partners, consultants, audiences and participants, where

- **Equality** is about removing inequalities to make sure everyone has the chance to realise their ambitions.
- **Diversity** recognises that we are all different in many ways (both visible and invisible), and is about promoting a wide range of different people and perspectives so that our organisation is more reflective of the society we live in and the communities we serve.
- **Inclusion** means being proactive to make sure people of different backgrounds, experiences and identities feel welcomed, respected and fully able to participate.
- **Belonging** is about creating a culture where people can be themselves, have psychological safety, appreciate each other, and feel part of something bigger.

We aim to create a workforce that is diverse and want to actively promote an organisational culture where individual difference is appreciated and respected, enabling everyone to thrive, no matter their background or characteristics.

### Our policy's purpose

This policy sets out our commitment to:

1. **provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time**
2. **not unlawfully discriminate against anyone on the basis of any of the Equality Act 2010 protected characteristics of:**
  - age
  - disability
  - sex
  - sexual orientation
  - race (including colour, nationality, and ethnic or national origin)
  - religion or belief
  - gender reassignment
  - marriage and civil partnership
  - pregnancy and maternity
3. **oppose and avoid all forms of unlawful discrimination, including in:**
  - pay and benefits
  - terms and conditions of employment
  - dealing with grievances and discipline
  - dismissal
  - redundancy

- leave for parents
- requests for flexible working
- selection for employment, promotion, training or other developmental opportunities

## Our commitment

Made By Katie Green commits to:

1. **Encourage equality, diversity, inclusion and belonging in the workplace**, across all strands of company practice including policy-making and planning, partnership-working, recruiting artists, creating and sharing new dance performance work, promoting our activities and leading dance workshops.
2. **Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all collaborators are recognised and valued.**

This commitment includes sharing this policy with all collaborators and partners with whom we develop projects and create new work, offering opportunities for company members to have discussions about EDIB and feed back on the policy and our Action Plan, and providing access to further training where it becomes necessary (see point 4, below).

All those who work with the company should understand they, as well as MBKG itself, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their work with us, against fellow artists, audience members, participants, collaborators and partners.

All company representatives are expected to take personal responsibility for upholding the commitment outlined in this policy through their behaviour, and to promote EDIB in all aspects of their work with the company.

3. **Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by company members, collaborators, partners, audience members, participants and consultants, and any other individuals encountered in the course of the company's work activities.**

Such acts will be dealt with as misconduct under the company's disciplinary and grievance procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

4. **Treat all company members fairly, with respect, giving them equal opportunity in every aspect of their working role.** This means making opportunities for training, development and progress available to all company members, who will be helped and encouraged to develop their full potential, so their talents, skills and experience can be fully utilised to maximise the efficiency of the company and ensure all collaborators feel supported to create their best work.

5. **Make decisions concerning company personnel based on the individual's own capability and potential** (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act). Their attitude and capability will determine their suitability for the role; it will not be affected by any of the protected characteristics.
6. **Review recruitment practices and procedures when necessary to ensure fairness, and update them and the policy to take account of changes in the law.**
7. **Monitor the make-up of the company team (anonymously) regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in order to understand the representation across the current company**, and understand where we can continue to increase representation, in line with the aims and commitments set out in this policy.

Monitoring will also include assessing how the equality, diversity and inclusion policy, and our supporting Action Plan, are working in practice, reviewing them formally every 3 years, and more regularly where possible to integrate any feedback received, issues arising, or information gleaned from more recent EDIB training for example.

## **Our company ethos and current areas of focus in implementing our EDIB policy**

Our company work takes place in many kinds of settings, most of them generally open to the public, like museums, libraries, community centres and schools. One of the main reasons we do this is to create opportunities for people to encounter dance and see high quality professional performance even where they wouldn't usually be able to, or might not otherwise choose to do so/or might not even think of doing because it's not something they feel is 'for them' for a range of reasons.

It also provides us with a great opportunity to be able to meet and chat with members of our target audiences, and to learn from them about what we can be doing better in the future to make our offer as inclusive as possible.

In all areas of our work, we believe in a person-centred approach to planning projects, research, creation, collaboration, performances and participation activities for example, meaning that we take time to listen to those who are or will be involved, and then we mould the shape of a project in response to what we find out. We value and find/create opportunities to celebrate everyone's role in making that happen, and do what is needed to support everyone in that process to create their best work.

This impacts on the decisions we make in the rehearsal room as much as it does on the process we go through when building a new partnership, sharing something with a new group, or working with community members to create their own responses for example.

We believe that what we do can be relevant to everyone, and we're committed to continually learning about how to make it more inclusive, to celebrating what we do well and sharing our learning with other people through advocacy events and training opportunities for example.

We've seen at first hand that if we ensure everyone in a process feels taken care of and heard, the impact on that individual, as well as on the company and on the overall outcomes of the project can be transformative.

**For our EDIB Action Plan 2023-25, we have identified 3 audience groups we particularly want to welcome into our creative process and projects** - groups that, depending on their circumstances, can have less access to creative and cultural experiences. We want to find out as much as we can about how to work with these groups, providing them with all the information they need to be able to get involved, to have opportunities to learn from what we do, and to thrive. These groups are:

- Children, young people and families
- Those from lower socio-economic groups
- Individuals – particularly children and young people – with autism or autism spectrum conditions, and/or who find social interaction and social communication challenging.

**Our areas of focus for implementing our EDIB policy from 2023-25 are:**

- 1. Embedding EDIB as part of our Core Values, Governance and Strategy for MBKG,** and therefore across all parts of our work including policy-making, planning for new projects, recruiting, provision of training/CPD and ongoing evaluation/reflection.
- 2. Making our commitment to EDIB more visible,** sharing learning and celebrating what we do well.
- 3. Involving members of our target audiences in our creative processes in meaningful ways,** especially to build trust, develop a mutual understanding and find out more about what determines their openness to new activities rather than basing our planning on our own preconceptions or assumptions.

**Some of the ways in which we will implement these aims will take place:**

**With our Core Team**

- Updating our EDIB policy and sharing this publicly via our website and as part of callouts and online updates.
- Developing an Action Plan to help shape our work over the next 3 years with EDIB in mind.
- Identifying and providing additional training or expert guidance where needed at different points of our practice (e.g. when planning for or reflecting on projects).

**With artists/collaborators**

- Sharing our EDIB Policy with current and new collaborators (e.g. issued with contracts at the beginning of a new project) and providing opportunities for everyone in the company to be involved in policy-making on EDIB and raise issues where needed.
- Identifying and providing additional training for our collaborating artists where needed e.g. supporting the company to make work that can be as inclusive as possible.
- Developing our recruitment process to ensure greater representation of our team e.g.
  - sharing our callouts via networks that reach artists from underrepresented communities.
  - supporting and nurturing talent in underserved communities to gain experience working with the company (e.g. through mentoring, training, open workshops/class and work placement/artist associate schemes).
- Also ensuring we offer opportunities for training, development and progress to all company members, including those who have worked with us for some time.

During their time with us, our collaborating artists develop skills that are integral to the kind of work we make e.g. integrating text and movement, working in a very compact way in unusual spaces and building a rapport with an audience. We value this depth of experience, and so as well as bringing new people into the company to ensure it is representative of the diverse communities within which we work, we are also committed to finding ways of enabling more experienced artists to continue working with MBKG and to share their learning with newer company members (through rehearsal direction and continuing to contribute to devising processes for new work, for example).

- When holding auditions, although we won't be able to make offers of work in the majority of cases, we want the process to enable people to feel like they can do their best, and to come away feeling they have learnt something and/or had a beneficial experience. Wherever possible, we will offer to cover dance artists' travel expenses to attend auditions in recognition of the time commitment they are making.

### **With our partners**

- Sharing our EDIB Policy (and, where relevant, our Action Plan) as part of our partnership agreements.
- Working closely with partners to discover more about their target audiences, and to develop a better understanding of their local audiences and particular challenges they may be facing.
- Working with community ambassadors within our partner organisations to discover the best ways of consulting with local groups to explore new projects and ideas.

### **With audiences and participants**

- Allowing time within our planning processes and pilot projects to develop a mutual understanding of our audiences, determining people's openness to new experiences, and finding meaningful ways that we can nurture/continue to support that.
- Continuing to find ways of making our work inclusive e.g. working in spaces open to the general public or taking work to the places where communities congregate, rather than expecting them to come to us; ensuring opportunities are free, low cost or can be accessed on a 'pay what you feel' basis; developing creative content that is friendly, warm, inviting and that includes a broad range of influences, themes and ideas, as well as including opportunities for interactivity and feedback from the audience.
- Providing the additional information necessary to support all people to access our work including Social Stories, Access Guides.

### **Our disciplinary and grievance procedures**

Details of the company's grievance and disciplinary policies and procedures are shared as part of our contracts and letters of agreement.

Any grievances should be addressed to the Artistic Director Katie Green at the earliest opportunity. If necessary, grievances may be addressed to the Company Producer Vicky Thornton as an alternative. The company will make its best endeavours to deal with any grievances in a timely and professional way and to ensure fairness.

Disciplinary matters will be dealt with in the first instance by the Artistic Director. The individual concerned will have the opportunity to explain the situation from his/her point of view. In the case of failure to abide by company guidelines, to fulfil any contractual obligations, or in the case of

breaches of contract, the company may issue the individual with a verbal, written or final written warning, or termination of their contract without notice, dependent on the circumstances, should the individual's behaviour warrant it. If the individual concerned should be dissatisfied with any disciplinary action which affects them, they should appeal in writing to the Artistic Director, whose decision will be final.

Use of the organisation's grievance or disciplinary procedures does not affect an individual's right to make a claim to an employment tribunal within three months of the alleged discrimination.

### **Agreement to follow this policy**

This policy will be revised formally every 3 years, but will be reviewed more regularly alongside monitoring of the company's EDIB Action Plan and updated as necessary. The EDIB policy is fully supported by the company's directors and will continue to be developed in response to feedback from company members, collaborators, partners, audience members and participants gathered through training, reflection opportunities and surveys for example.

**Last updated, September 2023**