

## Stagecast Limited

# DIVERSITY & INCLUSION POLICY

### Introduction & Scope

We are proud of the ethos and values which underpin our working culture. Our employees, freelance staff, collaborators and clients all say they like working with us because of our collaborative approach, mutual respect, passion for music, and for nurturing a relaxed and enjoyable working environment where contributions from everyone are valued.

As a small company, we acknowledge the importance of inclusion, accessibility, equality and diversity, and strive to be proactive in bringing about change within our company and our wider business sector. This document describes how diversity and inclusion is handled by the company.

### Context

Stagecast operates within what is recognised as the creative industries sector. This gives a working environment defined by:

- close operating relationships with clients in the same sector
- the often competing requirements of creativity and innovation (eg client projects), reliability (eg the technology) and budgets
- working outside normal 'office hours'
- the kind of close team working and mutual interdependence that gets results
- the need to maintain the company's reputation as operating at the high end of its chosen market.

All of the above mean that our HR practice requires a high level of respect for the personal contributions of colleagues, employees and contractors. We seek to operate in a way that takes the best employment practice (in any sector) blended with practices that enable and foster creative output.

### Introduction

Everyone is an individual with visible and non-visible differences and by respecting this everyone can feel valued for their contribution. We acknowledge that equality and diversity are not interchangeable but interdependent. There can be no equality of opportunity if difference is not valued.

We seek to develop a working environment where all employees (both permanent and freelance staff) are treated as individuals, regardless of:

- sex
- gender identity
- race
- disability
- sexual orientation
- age
- marital status
- pregnancy/maternity status
- religion and/or beliefs

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- socio-economic status.

We will also avoid all forms of unlawful discrimination, including with regard to:

- pay and benefits
- terms and conditions of employment
- dealing with grievances and discipline
- dismissal
- redundancy
- parental leave
- requests for flexible working.

### Commitments:

As an organisation, we commit to:

1. Select individuals for employment on the basis of aptitude and ability.
2. Make decisions regarding promotion based on merit, and not be influenced by any of the protected characteristics listed above.
3. Empower employees, freelance staff, creative collaborators and clients to feel invested in working with us as a company, and in adopting our values when doing so, by having a clear and easily-accessible values statement and policy, allowing people to choose to work with/for us on a more informed footing.
4. Encourage equality, diversity and inclusion across our organisation:
  - a. By being aware of unconscious bias
  - b. By communicating the importance of managing bias
  - c. Through awareness & training.
5. Consider and encourage diversity and accessibility with every new professional engagement, both on-screen and behind the camera.
6. Take seriously and promptly address any complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.

Note: Stagecast employees should also refer to the company's policy and processes on dealing with grievances, which is available to staff on the organisation's internal shared drive.

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