

# NCL Equity, Diversity and Inclusion Policy

Reviewed and updated July 24

## Introduction

Northfields Community Library (NCL) is an approachable and diverse organisation which values and respects peoples' different backgrounds, characteristics, ideas and beliefs; it is responsive to the needs of young people, staff, volunteers, delivery partners and all other stakeholders.

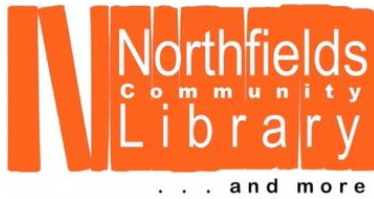
At NCL we consider that **equity** means treating people in ways that make sure they are not unfairly prevented from accessing resources and opportunities nor that others have an unfair advantage. **Equality** means ensuring every individual has equal opportunities. By being conscious of and actively challenging bias or prejudice we make sure no-one is treated less favourably because of who they are or what makes them different from other people.

We consider **diversity** to mean celebrating difference and valuing everyone. Each person is an individual with visible and non-visible differences and by respecting this everyone can feel valued for their contributions which is beneficial not only for the individual but for Northfields Library too.

We achieve **inclusion** through being proactive in breaking down barriers, eliminating discrimination and ensuring equal opportunities and access for all groups. , It means ensuring that people of different backgrounds, experiences and identities feel welcomed, respected and fully able to participate in the NCL organisation.

In running Northfields Community Library, we will actively consider how our organisation and services can be developed and delivered to appeal to all sections of the community. This Equity, Diversity and Inclusion Policy sets out how we will welcome people of all characteristics (*protected characteristics as defined in the Equality Act 2010*):

- Disability
- Gender reassignment
- Marriage or civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sexual orientation
- Sex (gender)
- Age



## **NCL Equity, Diversity and Inclusion Policy**

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Consideration of equity, diversity and inclusion will run through everything that the Northfields Community Library does. For example:

- Selection of trustees
- Recruitment of volunteers
- Recommendations regarding stock selection
- Displays
- Community Offer
- Displays and information hub
- Publicity materials and marketing strategy
- Language of materials
- Building design

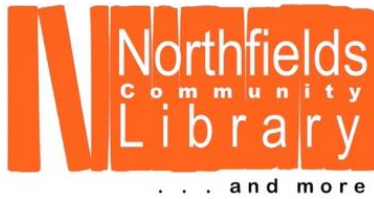
### **Equity, Diversity and Inclusion Commitments**

#### **Trustees and Volunteers**

Although the 2010 Equality Act is not applicable to volunteers, Northfields Community Library is committed to ensuring that we adhere to the core messages – ensuring volunteers are treated equally and free from discrimination, including protection against harassment and rights to accessibility.

To this end Northfields Community Library will:

- Ensure that its trusteeships volunteering opportunities are accessible and are a positive experience for all volunteers, regardless of their background, characteristics, ideas and beliefs, wherever possible.
- Seek to recruit trustees and volunteers with different backgrounds, cultures and career fields who bring a broad range of skills, expertise and knowledge.



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Achieving our equity, diversity and inclusion policy places certain responsibilities upon our trustees and volunteers:

- Volunteers will receive guidance on the equity, diversity and inclusion policy and as part of their induction.
- Volunteers are responsible for ensuring that they are non-discriminatory and respectful in their working practices. This includes using non-discriminatory language and being sensitive to the cultural differences in body language and behaviour.

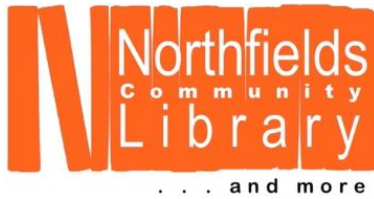
### **Library access and offer**

#### **We will**

- Promote equity, diversity and inclusivity to motivate, educate and inspire staff.
- Endeavor to ensure the library represents a truly inclusive and accessible environment and promotes itself and its services as such.
- Promote events to diverse audiences and marginalised groups and ensure the venue is welcoming to them.
- Endeavour to ensure that events are accessible to all audiences by providing wheelchair access and by being open to providing additional support where appropriate.
- Design our hours to engage new users and re-engage users who do not currently use the library because of full time work and other day time commitments.
- Create events that bring people together, with a drive for multi-generational engagement in activities that are 'age-blind'.

### **Marketing and publicity**

- We will market our offer and activities on different platforms, online, physical and community based, to raise awareness of our activities in the library amongst different types of library users.
- We will gather insight and work with partners, including the Primary Care Trust, schools, nurseries, as well as local religious groups and community organisations to target our offer to those who can most benefit.



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### Stock selection and display

Northfields Community Library does not manage its library stock selection: stock is provided by Ealing Library Service. However, we will endeavour to ensure, through regular communication and feedback to Ealing Library Service, that:

- the library stocks a range of inclusive books as part of the main book collection and that these are given equal status.
- our stock selection specification highlights the importance of inclusivity and diversity in books in our service.
- our book stock is relevant to diversity/inclusivity, stocking books by authors and illustrators from marginalised backgrounds.
- accessibility is considered when selecting books. e.g. the paper, the typeface, layout, contrast and any background behind the text.

In addition

- We will consider ways in which we display, position, promote and use inclusive and diverse titles to ensure they reach the greatest audience.

*Complaints related to this policy or its application can be addressed through our Complaints Procedure which is available on the Northfields Community Library website.*

Agreed by: Northfields Community Library Board of Trustees Signed by: Tanya White Date: July 2024
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