

Equal Opportunities Complaints Procedure

Harassment and discrimination

The Hebridean Celtic Festival (hereafter referred to as 'The Festival') wishes to make it clear that harassment and discrimination on the grounds of sex, gender, sexual orientation, race, religion, age and disability may be unlawful and views harassment of any type are taken very seriously.

Examples of harassment could include **(this not an exhaustive list)**:

- Sexually discriminatory remarks which may be offensive to the recipient
- Repeated or unwanted verbal advances, oral or physical, of a sexual nature
- Racial insults/jokes/name calling
- Graffiti/other written insult of a racial, sexual or other offensive nature
- Provocative behaviour which could be offensive to a mixed age audience or other entrants
- Offensive (under the terms of our policy) literature of any form or in any medium, brought to any of the festival's activities or premises.

Implementation

All members of the Board will be responsible at all times during the Festival and during the Festival's other activities for implementing the Festival's Equal Opportunities Policy and ensuring it is adhered to.

Any complaint or grievance under the Equal Opportunities policy should be submitted to:

Write to

Hebridean Celtic Festival Trust Ltd
43 Breascleite
Isle of Lewis,
HS2 9EF.

Email

office@hebcelfest.com

Receipt of your grievance will be acknowledged within 7 days, and it will be considered at the next scheduled Board meeting unless local management can find a remedy prior to that meeting taking place.