



# Equal Opportunities Policy

**Reviewed July 2018**

Marsden Jazz Festival Ltd operates an equal opportunities policy. This applies to the composition of the trustees of the company, membership of the organising committee, participants in the festival, visitors, audiences and spectators and to the programming and its public presentation.

With a wide-ranging programme of events, we aim to attract as many members of the community as possible, regardless of gender, economic status, race, religion, age, disability or sexual orientation.

The committee will evaluate its performance annually and adjust its practice and programming accordingly.

## **How we will put our policy into practice:**

To ensure that all sectors of the community are aware of the festival and are encouraged to take part, we will:

- Advertise throughout Kirklees, via libraries, community information points and tourist information offices, educational establishments, local press (Huddersfield Examiner) etc
- Seek volunteers – for either the festival organising committee, or for the weekend of the festival – from all areas of Kirklees, advertising via the channels listed above
- Report annually, via the chairman's annual report, on the diversity profile of the trustees of MJF Ltd, the festival organising committee and the festival volunteers.

- Through periodic audience questionnaires, gather data about access to the festival according to disability, age, gender and ethnicity and use it to inform future activities.
- Audit venues for mobility access and include this information in the programme.
- Ensure that customers can register a requirement for wheelchair access in e-ticket sales
- Cater for people with visual or aural impairments by offering a choice in methods of ticket purchase: e-tickets can be purchased via the internet or over the telephone and delivered by email, collected in person or sent by post.
- Ensure the festival programme and its activities on social media are presented using inclusive languages and images.
- Provide the festival programme in alternative formats on request to the festival office; make a text only version of the programme available via the festival's website
- Seek advice on evaluating the accessibility of the website and making incremental improvements where necessary

The policy will be reviewed annually by the MJF committee.

For further information, or to request a copy of the policy, email [office@marsdenjazzfestival.com](mailto:office@marsdenjazzfestival.com), telephone: 01484 846969, or write to the Company Secretary, MJF Limited, Marsden Mechanics Hall, Peel Street, Marsden, Huddersfield, HD7 6BW.

The policy can be supplied on request to Funding Bodies via the above address, or from the Festival's website, [www.marsdenjazzfestival.com](http://www.marsdenjazzfestival.com).

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