

## **Diversity, Inclusion & Equality Fact Sheet**

Promoting fairness and respect in all environments

### **Purpose of this Fact Sheet**

To explain and focus on understanding the legal responsibilities related to equality, diversity, and inclusion for clubs.

To help clubs understand beliefs, values and attitudes that drive behaviour, including unconscious bias.

To help individuals recognise their own perspectives and biases, so they can make fairer and inclusive choices in the club environment. The focus is on self-reflection and proactive improvement to create a more equitable and welcoming atmosphere for everyone.

To consider how to discuss EDI issues confidently and develop competence in your club.

To identify how your club can foster an inclusive environment to improve diversity.

### **Key Terms and what they mean**

#### **Equality**

At the core of equality is that no one should have poorer life chances because of the way they were born, where they come from, what they believe, or whether they have a disability.

It is important to focus on fairness. Equality means offering fair opportunities to everyone, regardless of their background or status and upholding inclusive and fair practices in all aspects of club activities.

Equality is grounded in legal and ethical principles supporting inclusive and fair practices.

#### **Diversity**

Everybody is unique which is something to celebrate. The phrase 'We are all unique' refers to how everyone differs from each other and highlights the importance of individual differences in enriching communities.

Clubs should promote the inclusion of all differences. Some of these differences may be visible (i.e. some disabilities, gender, or race) and others may be invisible (i.e. neuro-diversity, sexual orientation or socio-economic status.)

Diversity is important as it nurtures a dynamic and welcoming environment that fosters growth and understanding.

## Inclusion

The definition of inclusion means that everyone is valued and supported, ensuring that everyone belongs. This is achieved by focusing on emotional connection and mutual respect to foster inclusive practices in your club.

Encourage everyone to contribute and where possible engage everyone in the club's planning, encourage participation, and ensure they take advantage of all available opportunities.

Consider how your club can include and encourage underrepresented groups to participate in your club.

## **Legal Context - Why it Matters**

Legal Protections Overview - The Equality Act 2010 legally protects diversity, inclusion, and equality for all individuals.

Statutory requirements- Clubs must provide protection for people against discrimination or harassment because they have, (are perceived to have or are associated with someone who has) a protected characteristic.

Unlawful discrimination - Unlawful discrimination can take place in many ways. They can happen when you are employed by an organisation, access their services or are a member of an organisation.

## **Bridge Clubs and the Law**

The Equality Act 2010 applies to any Bridge club with 25 or more members. As a service provider the Act makes it unlawful for a Club to discriminate against members, associates, or visitors in relation to the following protected characteristics:-

- Age, disability, gender re-assignment, pregnancy and maternity, race, religion and belief, sex, and sexual orientation.

This means that we must provide protection for people against discrimination or harassment because they have, (are perceived to have or are associated with someone who has) a protected characteristic. Under the Act clubs have an additional duty to make reasonable adjustments.

It might be helpful to think about what might constitute unlawful discrimination. This might be based on exclusion, poor behaviour, unfairness, or inaction. For example: -

- Excluding a member on a protected ground
- Harassment such as a verbal comment of one member to another or visitor, based on a protected characteristic
- Unfair selection for teams/competitions based on a protected characteristic
- Failure of a club to consider making a reasonable adjustment on a member's disability or refusing without reasonable grounds
- Failure to consider a complaint based on a protected characteristic

## Disability and Reasonable Adjustments

The Equality Act 2010 places a legal requirement on private clubs and other associations to make reasonable adjustments to allow people to become members or associates and for them and any disabled guests to participate in their activities.

Reasonable adjustments need to be made to avoid a disabled person experiencing a substantial disadvantage in comparison with non-disabled people.

A club may need to make adjustments to a policy or practice, such as relaxing a ban on animals for people who use assistance dogs. It may have to make physical adjustments to parts of its premises or to provide certain equipment or alternative processes to facilitate the playing of bridge. Section 2.1 of the EBU White Book details the regulations regarding the use of alternative processes to accommodate disabled players.

A club is only required to make adjustments that are reasonable in all the circumstances. What is reasonable will depend on factors such as the practicality and cost of making the adjustment. A private club is not required to do anything that will alter the fundamental nature of the club and what it does.

## **Bias and its impact**

Individuals do not often intentionally engage in discriminatory behaviour; however, we all have our own prejudices and biases whether these are conscious or unconscious. It is important to think about these as bias can be an intentional or unintentional form of discrimination.

Bias can take many forms, and the risk of bias is that potentially we act unfairly resulting in unfair outcomes leading to unfair decisions that negatively affect individuals and groups within clubs.

It is therefore important that key decision makers in clubs are aware of the types of bias that exist and the risks associated with bias ideally through undertaking training in this area.

When bias occurs, clubs need to take mitigating active steps to promote fairness and inclusivity within clubs.

## **Action and Engagement**

Steps that Clubs can take to act creating an inclusive environment include: -

### Membership

Ensuring membership policies and processes are inclusive and do not intentionally or unintentionally exclude potential members on the basis of any protected characteristic.

### Inclusive Policy

Establishing clear policies that promote inclusivity and set expectations for behaviour within the club. Set out the standards of behaviour your club expects in a clear Diversity Inclusion and Equality Policy.

Considering ways to include under-represented groups in your clubs membership and activities.

### Disability and Reasonable Adjustments

Ensuring your club provides adequate information on access and services to members who may have a disability by thinking about the following

- Accessibility Statements

It is good practice for clubs to be clear about the accessibility that they are currently able to offer. As such information regarding disability access arrangements should be published on club websites with an appropriate point of contact.

This information should use inclusive language and cover both Physical Access (including Main entry, Playing Areas, Refreshment Areas, Toilets and Parking) and any equipment or alternative processes that the club can make available to facilitate the playing of bridge.

In order that this information, be easily available it is recommended that, where possible, clubs create an item called Accessibility in the left-hand pane of the home screen of their club website.

- Personal Emergency Evacuation Plans (PEEPs)

A Personal Emergency Evacuation Plan (PEEP) is a customised plan for people who may need extra help to leave a building or reach safety during an emergency. Clubs should have arrangements in place to ensure that a PEEP is in place for any person with conditions that may affect their ability to evacuate, such as: Mobility issues, Sight issues, Hearing issues, Mental health conditions and Neurodiverse conditions.

It is important for clubs to have an appropriate mechanism and culture in place so that individuals feel able to make a request for a reasonable adjustment and these can be considered.

To support greater access to clubs, the YCBA Grants Committee has introduced a Disabled Persons' Club Improvement Grant. Details of the grant which is project match-funded (50%) up to £1,250 grant value were sent to clubs on 27/01/25.

### Effective Training

Providing training programmes that educate members about diversity, equity, and inclusion principles.

### Complaints Mechanism

Implementing a clear and accessible process for handling complaints related to discrimination or bias.

### Fair Selection & Representation

Ensuring fair selection processes and diverse representation in club leadership and activities.

## **Useful Documents and Resources**

### EBU Equity Diversity and Inclusion Policy

- <https://www.ycba.co.uk/wp-content/uploads/2025/11/EDI-policy.pdf>

### YCBA Diversity Inclusion and Equality Policy

- <https://www.ycba.co.uk/wp-content/uploads/2025/06/YCBA-Diversity-Inclusion-and-Equality-Policy-.pdf>

### YCBA Model Diversity Inclusion and Equality Policy for Clubs

- <https://www.ycba.co.uk/wp-content/uploads/2025/11/Model-Diversity-Policy-For-Clubs.pdf>

### Equality Act 2010

- Equality Act 2010: What do I need to know? A quick guide start for private clubs and other associations.  
<https://www.ycba.co.uk/wp-content/uploads/2025/01/5-Equality-Act-2010-Guide-for-private-clubs.pdf>
- Equality Act 2010: Ban on Age discrimination in the provision of services, public functions and associations.  
<https://assets.publishing.service.gov.uk/media/5a78ca86e5274a2acd189d0f/age-discrimination-guide-clubs.pdf>
- EHRC What Equality Law means for your association, club or society.  
<https://www.ycba.co.uk/wp-content/uploads/2026/04/what-equality-law-means-for-your-association-club-or-society.pdf>

### Bias and its impact

- <https://www.ycba.co.uk/wp-content/uploads/2026/04/Bias-and-its-impact.pdf>

### Outreach Information for Clubs

- <https://www.ycba.co.uk/wp-content/uploads/2026/04/Outreach-Information-for-Clubs.pdf>

### Training Information

- <https://www.ycba.co.uk/wp-content/uploads/2026/04/Training-Information-for-Clubs.pdf>

### Learning and Good Practice From Disability Access Scoping Exercise

- <https://www.ycba.co.uk/wp-content/uploads/2025/01/Learning-and-Good-Practice-from-Disability-Access-Scoping-Exercise-Sent-to-Club-Chairs-and-Club-Secretaries-on-26-01-25.pdf>

The above document contains the following information:-

- Guidance re inclusive language
- Two examples of Accessibility Statements
- Guidance regarding how to create an Accessibility Menu Item on BridgeWebs
- Section 2.1 of the EBU White Book details the regulations regarding the use of alternative processes to accommodate disabled players.

**If you have any questions or future queries, please contact:-**

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