

Objective	Action Required	Lead Person	Resources	Date for review
Ensure that sport equality is reflected in our mission statement, our constitution, our website and our codes of conduct for swimmers, parents, officials and coaches.	To check this each year	Chair	Time	Annually prior to AGM
Ensure that the Swim England codes of ethics are displayed on our website and that all teachers/coaches and volunteers have signed up to them and to the codes of conduct.	To update workforce database to ensure that this is done. To check that the website is up to date with this	Workforce coordinator and Chair	Time	Annual check November
Ensure that our marketing strategy ensures that the local communities around the Leisure centres which we use are aware of us and are able to access us.	To develop a marketing strategy which does this	Marketing officer/committee	Time	Annual check November
Ensure that we keep our costs to a minimum to allow as many people as possible to access the club.	Ensuring we budget responsibly, minimise costs and promote the hardship fund	Treasurer	Time	Annually at finance committee before AGM
To ensure that our Head coach, swimming teachers and management committee are aware of how to cater for swimmers with special needs and disabled people and our Head coach is up to date with all appropriate disability awareness training.	Ensure attendance of appropriate individuals on appropriate courses	Workforce coordinator and secretary	Time and training allowance in budget	Annual check in November
To promote a club which reflects Nottingham City in culture, background and ethnicity. To reflect this in swimmers and volunteers.	To look at the composition of the club members and workforce and ensure positive promotion to minority groups	Chair and committee	Time	Annually prior to AGM
To ensure that our club is free from discrimination and inequalities of any kind and to deal with this effectively and quickly if it occurs.	To ensure that our club anti bullying plan is displayed and promoted in the club	Welfare officer	Time	Annually prior to AGM
To ensure that we actively encourage members to engage in swimming irrelevant of their age, ability, gender, race ethnicity and sexual orientation.	Ensure our advertising is inclusive	Marketing officer/committee	Time	Annual check in November
To ensure that at least one coach and one committee member in the club have undertaken a Sports equity workshop.	Ensure attendance of appropriate individuals on appropriate courses	Chair	Time and training allowance in budget	Annually in November