

## DIVERSITY & INCLUSION POLICY

This document states that diverse representation is important to Creative Remote. By 'diversity' we mean reflecting modern Britain in all its cultural, social, age, gender and geographical richness as well as ensuring representation of disabled and ethnic minority people.

We recognise that diversity and inclusion help to support creativity and innovation: they are an essential ingredient in a successful company. We are committed to encouraging diversity and inclusion and to ensuring there is no discrimination in our company. We want our workforce to be truly representative of all sections of society. We want our company to be one in which every employee and freelancer feels respected and able to give their best.

To that end this policy provides a framework of equality and fairness for all in our employment. It expresses our commitment not to discriminate on the grounds of age, disability, gender, gender reassignment, marital status (including civil partnerships), race, ethnic origin, colour, nationality, national origin, religion or belief and sexual orientation. We oppose all forms of unlawful and unfair discrimination.

Creative Remote values diversity and recognises that the organisation is greatly enhanced by the different range of backgrounds, experiences, views, beliefs and cultures represented within its staff. We aim to embrace diversity in all of its activities and acknowledge that variety and difference are intrinsic to the success and future development of its business. This policy applies to employed and freelance staff.

# CREATIVE REMOTE

All freelancers and employees, whether part-time, full-time or temporary, will be treated fairly and with respect. Selection for employment – whether as a member of staff or on a freelance basis - will be on the basis of aptitude and ability. Access to opportunities for promotion, training or any other benefit will also be on the basis of aptitude and ability. All employees will be encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the creativity and success of the company.

## WE WILL:

- Actively seek to increase the number of people we work with who are from groups/communities that are under-represented in the television industry as a whole, or in particular job roles in the industry.
- Review all our formal and informal employment/hiring practices and procedures to ensure they are fair and help us to identify the best talent.
- Ensure reasonable adjustments are made to enable disabled people to work in or with our company, both on and off screen.
- Actively seek to increase the diversity of our talent networks.
- Create an environment in which individual differences and the contributions of all our staff and freelancers are recognised and valued.
- Ensure every employee and freelancer is able to work in an environment that promotes dignity and respect for all. We will not tolerate any form of intimidation, bullying or harassment.
- Ensure equivalent appropriate training, development and progression opportunities are available to all staff.

# CREATIVE REMOTE

WE HAVE SET OURSELVES THE FOLLOWING DIVERSITY GOALS. WE WILL ENSURE THAT:

- When recruiting for staff or crew we make use of the growing number of databases and agencies set up to provide us with as broad a range of candidates as possible.
- Regularly giving opportunities via placements, internships or international bursary awarded students.
- The goals listed above will be applied every time a new opportunity arises within Creative Remote.

We will monitor the success of this policy regularly and review our progress at least once a year. This policy is fully supported by the senior management of the company. Breaches of the policy may be regarded as misconduct and could lead to disciplinary proceedings.