



Skillwise Training Equality and Diversity Policy

Title	Date	Who
Origin date	January 2010	Ian Simms
Reviewed	November 2020	Jen Moore
Last Review	November 2022	Lee Croucher
Next Review	November 2023	Lee Croucher

Vision

Skillwise Training UK Limited is committed to creating a culture in which equality of opportunity and diversity are promoted actively and in which unlawful discrimination is not tolerated. The provider recognises the real educational and business benefits of having a diverse community of staff and students and is working towards building and maintaining an environment which values and celebrates diversity.

Policy Statement

Skillwise Training UK Limited believes in the principles of social justice and aims to ensure that:

- Individuals are treated fairly, with dignity and respect regardless of their age, gender, gender identity or re-assignment, marital status, caring responsibilities, sexual orientation, race, ethnic origin, colour, nationality, national origin, disability, social status, religion or belief, union membership, political or other ideology or inappropriate distinction.
- It affords all individuals, students and employees the opportunity to fulfil their potential.
- It promotes an inclusive and supportive environment for staff, students and visitors.
- We are committed to the training and continual development of our employees, students and apprentices to ensure this policy is implemented fully.
- Skillwise will follow this policy when recruiting for and delivering with our apprentices; ensuring we work with our employers and apprentices when in-training and reviewing progress.
- It provides services that are accessible according to need.
- It recognises the varied contributions made by individuals from diverse backgrounds and wide-ranging experiences.
- Effective partnerships with all parts of our community are created.

Scope

This policy applies to all business and teaching/assessing staff, visiting assessors, volunteers, students, apprentices, service users, employers of apprentices and visitors to the provider, together with those contracted to work at or for the provider.

Aims of the Policy

The aim of this policy is to ensure that in carrying out its activities the provider will have due regard to:

- Promoting equality of opportunity, across all its activities.
- Fostering and promoting good relations between people of a diverse background.
- Eliminating unlawful discrimination, harassment and victimisation.
- Encouraging participation of all.

Underpinning principles

This policy is guided by the following principles, that:

- All staff, students, apprentices and visitors should enjoy a safe environment free from unfair/unlawful discrimination including harassment, bullying or victimisation.
- All students, apprentices and employees should have equal access to quality services that are made available by the provider.
- All staff, students and apprentices should have equal access to opportunities for personal, professional or academic training and development, career progression and promotion opportunities.
- All staff, students and apprentices should be able to participate fully in the work and life of the provider and celebrate its diversity.
- Staff, students and apprentices at the provider should reflect the diversity of talent, experience and skills from the local, national and international pool from which it draws its students and workforce.
- Positive action initiatives continue to be used to redress inequalities and unfair/unlawful discriminatory practice.

Responsibilities

All directors, management, staff, students and apprentices are responsible for ensuring the provider meets its legal obligations in respect of equal opportunities and maintains an environment where there is genuine inclusion and respect for diversity. Individual members of the provider are responsible for promoting equality of opportunity, contributing to an environment free of fear or intimidation and ensuring that their behaviour and actions do not amount to unlawful discrimination, harassment, bullying or victimisation.

Visitors to the provider, together with those contracted to work at or for the provider will be expected to comply with this policy. Contractors or suppliers should also comply with equal opportunities legislation and if they are unable to demonstrate such compliance they should be excluded from consideration of the contract in question.

The provider recognises that it also has moral and social responsibilities that go beyond the legislation and it will contribute to the wider process of change through all aspects of its work and practices in order to eliminate unlawful discrimination and promote Equality & Diversity.

Implementation of the Policy

The successful implementation of this policy relies on the mainstreaming of Equality & Diversity issues within the provider's strategic plan, which in turn, is supported by operational plans of its key client groups, curriculum centres and support areas.

The provider has also developed additional policies and procedures to support specific areas of Equality & Diversity such as inclusive learning, learning difficulties, mental health, bullying and harassment, staff development and student welfare.

The provider will assess the impact of this policy on staff, students and apprentices to ensure it does not have an adverse impact for different groups of people, primarily in terms of race, gender and disability, as well as regarding age, religion/belief and sexual orientation.

Breach of the Policy

The provider will take seriously any instances or alleged incidents of non-adherence to the Equality & Diversity policy by students, staff, apprentices or visitors. Such instances or allegations will be investigated and where appropriate will be considered under the relevant disciplinary procedure for staff or students. Regarding any breach of the policy by visitors, the provider will take appropriate action in relation to the nature of the incident.

Complaints

Any complaint will be taken seriously and dealt with in a timely and sensitive manner as indicated in the complaints policy and in accordance with the relevant grievance and disciplinary procedures.