



Equal opportunities, and disability and Diversity Policy (EODDP)

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Change Mechanism

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The person making the alteration must indicate every change between the previous (approved) document version and the altered document version.

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This policy refers to both employees and learners

Policy statement

- 1) The Centre recognises that discrimination, victimisation is unacceptable, and that it is in the interests of the organisation and its employees to utilise the skills of the total workforce. It is the aim of the organisation to ensure that no employee or job applicant or learner or potential learner receives less favorable facilities or treatment (either directly or indirectly) in recruitment or employment or education on grounds of age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex, or sexual orientation (protected characteristics).
- 2) Our aim is that our workforce and learners will be truly representative of all sections of society and each employee and learner feels respected and able to give of their best.
- 3) We oppose all forms of unlawful and unfair discrimination or victimisation. To that end, the purpose of this policy is to provide equality and fairness for all in our employment and to all learners.
- 4) All employees and learners, whether part-time, full-time, or temporary, will be treated fairly and with respect. Selection for entry on to learning programmes and selection for employment, promotion, training or any other benefit will be based on aptitude and ability. All employees and learners will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.
- 5) Our staff will not discriminate directly or indirectly, or harass customers or clients because of age, disability, gender reassignment, pregnancy, and maternity, race, religion or belief, sex, and sexual orientation in the provision of the Company's goods and services.
- 6) This policy and the associated arrangements shall operate in accordance with statutory requirements, particularly Equality Act 2010. In addition, full account will be taken of any guidance or Codes of Practice issued by the Equality and Human Rights Commission, any Government Departments, and any other statutory bodies.

Disability Discrimination Act 1995

This Act prohibits discrimination against disabled people in the areas of employment, the provision of goods, facilities and services and premises, education and public transport. In recognition of our commitment to the principles of the Act, we have been accredited with the Positive About Disabled People symbol, through our compliance with the following commitments, as identified in the Act:

- To interview all disabled applicants who meet the minimum criteria for job vacancies and consider them on their abilities;

- To ensure there is a mechanism in place to discuss, at any time, but at least once a year, with disabled employees, what they can do to make sure they remain in employment;
- To make every effort when employees become disabled, to make sure they can stay in employment;
- To take action to ensure that all employees develop the appropriate level of disability awareness needed to make our commitments work;
- To annually review the five commitments and what has been achieved, to plan ways to improve on them and let employees know about progress and future plans.