EQUALITY OPPORTUNITIES AND DIVERSITY POLICY

Scope of the policy
This policy is provided for Alex D&D Training customers, including learners and staff members who are using or delivering the qualifications Alex D&D Training offer.

Location of the policy
This policy is available for all staff members, third parties and learners to access.

Communication of the policy
It is important that staff involved in the management, delivery, assessment and quality assurance of AWARDING BODY
qualifications and learners undertaking these qualifications, are fully aware of the contents of the policy.

Review of the policy

Alex D&D Training will review the policy annually and revise it as and when required in response to customer and stakeholder feedback, changes in practices, actions required by awarding body or changes in legislation. Our review will ensure that our procedures continue to be consistent with the regulatory criteria and are applied properly and fairly in arriving at judgements.

Statement of Principles

Alex D&D training is committed to the principles of Equal Opportunities and Diversity. Equality of access and opportunity for all are core values of our organisation and we are committed to raising the profile of Equality and Diversity and to being proactive in ensuring fairness to all. The Equality Act 2010 underpins our policies.

All learners and staff are required to follow and honour the principles of Alex D&D Training Equality and Diversity Policy. We encourage everyone to play a part in promoting our policy in the course of their learning or work. There are no circumstances under which Alex D&D Training will tolerate discrimination, harassment, bullying or victimisation from or towards any staff member or learners.
This also includes cyber-harassment or cyber-bullying. Any issues must be reported to the Centre Manager.

Discrimination

Discrimination is when people are treated less favourably than others because of a protected characteristic they have or are thought to have. **This includes discrimination on the grounds of their 'Age, Pregnancy and Maternity, Sex, Disability, Marriage and Civil Partnerships, Race, Religion or Belief, Gender Reassignment and Sexual Orientation' as stated by the Equality Act 2010**

There are four types of discrimination; Direct discrimination, Discrimination by association, Perception discrimination and Indirect discrimination.

Racial Harassment

Racial harassment is any action of a racist nature that results in people feeling threatened or compromised. It can include:

- racial name calling
- derogatory remarks
- racist graffiti or jokes
- display or circulation of racially offensive material
- physical threats, insulting behaviour or gestures
- open hostility
- exclusion from normal conversation or social events.

Sexual harassment

Sexual harassment is unwanted conduct of a sexual nature that affects the dignity of women and men at work, including physical, verbal or nonverbal conduct. It can be in the form of:

- insensitive jokes or pranks
- lewd comments about appearance
- unnecessary bodily contact
- displays of explicit materials
- gestures and leering
- speculation about a person's private or personal life

Bullying

Bullying is a form of harassment, whether by staff or other learners. Bullying is verbal, nonverbal or physical conduct that causes individuals to feel threatened, isolated or humiliated – and may include members of a group other than those being directly targeted. Bullying can take many forms and can be quite difficult to detect by those not directly involved; all learners and staff are asked to report bullying at the earliest stages, so that it can be stopped, your confidentiality will always be respected.

The law recognises bullying as a serious issue and the protection from Equality Act 2010 makes it a criminal and civil offence to cause harassment, alarm or distress to a person.

Victimisation

Victimisation is when a person is treated less favourably in the same circumstances because that person has, in good faith, made a complaint or raised a grievance under the Equality Act, or because they are suspected of doing so.

Vulnerable Adults

A vulnerable adult is a person aged 18 years or over who may be unable to take care of themselves or protect themselves from harm or from being exploited.

Abuse can take a number of forms and cause victims to suffer pain, fear and distress. Adults may be too afraid or embarrassed to raise any complaints. They may be reluctant to discuss their concerns with other people or unsure who to trust with their worries. Sometimes people can be unaware they are being abused.

AlexD&D training staff have a responsibility to follow this policy and report any suspicions that may arise.

Protection of Children Policy.

The policy of safeguarding a child is to protect any person under the age of 18 years and those whom are considered vulnerable. The Children Act 1989 provides the legal framework for the protection of children and young people in the UK. Alex D&D Training is committed to the safeguarding of children and our staff have a responsibility to follow this policy and report any suspicions that may arise. Both the safeguarding policies above also include the protection of our staff from unfounded allegations of abuse.

Review Date: 30/11/2026
Lead Officer: Head of Quality Improvement
Senior Manager Responsible: Head of Centre

Efosa Ekhator
Head of Centre.