

## Diversity & Equality Policy

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Purpose of Policy	This policy sets out our commitment to upholding the principles of diversity and equality throughout our organisation.
Date and Version of Policy	Version 1.01 (September 2010)
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Approved by:	Steven Wines, Chief Executive Officer

### 1. Policy Statement

We are committed to policies based on the principles of Diversity and Equality for our students and employees. This commitment underpins and impacts on every area of activity and influences how New Career Skills works and what it does.

The purpose of this policy is to provide diversity and equality to all, irrespective of their gender, race, ethnic origin, disability, age, nationality, national origin, sexuality, religion or belief, marital status and social class. We oppose all forms of unlawful and unfair discrimination.

### 2. Commitment to Equality and Diversity

- 2.1. Every student and employee is entitled to a working environment which promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- 2.2. The commitment to diversity and equality in the workplace is good management practice and makes sound business sense.
- 2.3. Breaches of our diversity and equality policy will be regarded as misconduct and could lead to disciplinary proceedings or refusal to train students without refund.
- 2.4. This policy is fully supported by senior management.
- 2.5. The policy will be monitored and reviewed regularly.

### 3. Framework

- 3.1. This policy will be implemented within the framework of the relevant legislation, which includes:
  - Equal Pay Act 1970 (Equal Value Amendment 1984)
  - Rehabilitation of Offenders Act 1974
  - Sex Discrimination Act 1975 (Gender Reassignment Regulations 1999)
  - Race Relations Act 1976
  - Disability Discrimination Act 1995
  - The Protection from Harassment Act 1997
  - Race Relations (Amendment) Act 2000
  - Race Relations Act 1976 (Amendment) Regulations 2003

- Employment Equality (Sexual Orientation) Regulations 2003
- Employment Equality (Religion or Belief) Regulations 2003
- Disability Discrimination Act 2005
- Employment Equality (Age) Regulations 2006

3.2. This commitment to evaluation will ensure that all new or anticipated legislation will be reviewed and incorporated within the policy as appropriate.

#### **4. Definitions**

- 4.1. Direct Discrimination occurs when a person is treated less favourably than others on grounds of their sex, sexuality, race, nationality (including citizenship), ethnic or national origins, religion, marital status, disability.
- 4.2. Indirect Discrimination occurs when a rule or condition or requirement which applies equally to everyone has a disproportionately adverse effect on people from any disadvantaged group.
- 4.3. Victimisation occurs when a person is discriminated against for taking action under any named Act or supporting such action by another.
- 4.4. Harassment occurs when a person is subjected to unwelcome or inappropriate behaviour that undermines, demeans, offends, insults or injures them; creates an unpleasant working or learning environment; and/or threatens their job security, promotion prospects or the outcome of their studies.