

Equality and Diversity Policy

Our Equality and Diversity policy sets out our commitment to:-

- ✓ Protect anyone involved with our organisation from discrimination on grounds of sex, race, disability, religion, belief or age.
- ✓ Ensuring that a nominated officer is responsible for compliance with this policy and will act as a point of contact for any equality and diversity issues

With particular regard to the running of training courses we will specifically undertake to ensure:-

- ✓ That a fair course entry criteria is set that maintains standards without discrimination
- ✓ That a policy of Reasonable Adjustment is applied to accommodate any learning difficulties or medical conditions that fit the criteria
- ✓ At the start and during the running of any course the tutor will discretely establish if any candidate has visual, hearing, dyslexia or other condition that can be reasonably accommodated without discrimination or disruption the rest of the group
- ✓ Course feedback forms are monitored for any indication that either the material or it's method of delivery have caused offence or other comment.
- ✓ Any issues raised at any time will be investigated and resolved, possibly with the assistance of our clients, by way of adjudication

Andrew Nelson

Director

1 January 2015