



Equal Opportunities

Scope

Genius People are committed to equality of opportunity and to a culture that respects difference. We believe that, as an employer and public body, we can play a leading part in promoting equality and diversity more widely.

When we're making decisions, the Equality Act 2010 gives us a duty to take into account the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations between different parts of the community

This covers, age, disability, gender reassignment, marital or civil partnership status, pregnancy and motherhood, race (including ethnic or national origin, colour and nationality), religion or belief (including lack of belief), sex and sexual orientation.

The policy applies to all learners; those seeking to be learners; employees and applicants for employment.

The Company will:

- ensure that none of those covered by this policy receives less favorable treatment on the grounds of gender, marital status, age, responsibility for dependents, socio-economic status, race, colour, ethnic or national origin, political or religious conviction, sexual orientation, disability, membership / non-membership of Trade Union, local geographic (rural or community) factors or is disadvantaged by conditions or requirements which cannot be shown to be justifiable to the Senior Management Team;
- create an accessible organisation and extend opportunities in education, training and employment to those groups identified as under-represented in education and training to promote lifelong learning;
- recognise that working towards equality of opportunity is not additional or marginal to its activities, but central to the efficiency and development of the organisation, as an employer and as a provider of education and training.

The Company will take positive steps to implement this policy and monitor and evaluate its development. All The College of Apprenticeship Training staff, the partners, and learners have a mutual responsibility for implementing this equal opportunities and diversity policy.



Objective

To identify practices, procedures and customs in all areas of activity which may unfairly discriminate individuals, directly or indirectly, and replace them, as relevant, with practices and procedures which ensure equality of opportunity.

The Company will:

- Encourage greater diversity of services in order that they are available to supply local employment and community needs.
- Monitor policies and procedures that provide equality of opportunity to both learners and staff.
- Develop a marketing strategy, which addresses the needs of specific client groups, including ethnic minorities, women and people with special needs to extend participation, increase social inclusion and improve employability.
- Monitor enrolment procedures to ensure they extend access to learning.
- Provide adequate and effective support services and training for learners.
- Establish grievance and disciplinary procedures to protect staff from discriminatory behaviour based on prejudiced attitudes and annually review these procedures. To ensure that these procedures exist for learners and staff alike.
- Provide a suitable environment for people with disabilities.



Date	Version	Author	Comment
Feb 2015	1.0	EGallacher	Draft
May 2015	2.0	EGallacher	Updated Policy
Aug 2015	2.1	JMcKeown	Policy Review
Jan 2016	2.1	JMcKeown	Policy Review
Feb 2017	2.1	ZMorrice	Policy Review
Feb 2018	2.1	ZMorrice	Policy Review
Feb 2020	2.1	KHill	Policy Review
Feb 2021	2.1	KHill	Policy Review
Feb 2022	2.1	KHill	Policy Review
Feb 2023	2.1	C McNee	Review
Feb 2024	2.1	C McNee	Review