

## **Equality and Diversity Policy**

### **Policy Statement**

OnBoarding Group Limited is committed to a comprehensive policy on Equality and Diversity for all its staff and learners. This policy aims to prevent discriminatory practices and seeks to create a culture where staff and learners can reach their full potential.

It is OnBoarding Group Limited's policy to select and treat staff and Learners based on their merits only and irrespective of colour, race, nationality, national origins, disability, sexual orientation, religion or belief, marriage or civil partnership, family circumstances, political beliefs, gender, gender reassignment, pregnancy or maternity status, trade union membership, age, or any other unfair distinction.

OnBoarding Group Limited is committed to providing a learning, working and social environment in which the rights and dignity of all its members are respected, and which is free from discrimination, prejudice, intimidation and all forms of harassment and bullying.

This Equality and Diversity Policy will be monitored and reviewed by the Centre regularly and promoted throughout the Centre.

### **Equality and Diversity Code for Staff and Learners**

#### **Introduction**

OnBoarding Group Limited is committed to working towards creating a working and learning environment that is free from discrimination, harassment, and prejudice.

This Code is intended to create a culture where all forms of discriminatory behaviour are unacceptable and will not be tolerated.

#### **Responsibilities**

OnBoarding Group Limited expects all staff and Learners to behave by the Equality and Diversity Policy.

All OnBoarding Group Limited staff and learners are covered by the Equality and Diversity policy.

Staff who line manage others must ensure the Equality and Diversity policy is communicated to their team.

Senior members of the Centre have a responsibility to ensure their tutors/assessors are aware of the Equality and Diversity Policy.

#### **Application**

OnBoarding Group Limited will apply the Equality and Diversity Policy to all areas of employment including:

- Recruitment and selection of staff;
- Evaluation of jobs and grading;

- Training and development opportunities;
- Discipline and grievance procedures;
- Redundancy procedures;
- Dismissals.

OnBoarding Group Limited will apply the Equality and Diversity Policy to its relationship with learners including:

- Access and admission to courses;
- Delivery of Learner Support Services;
- The content of the courses/qualifications and teaching styles;
- Assessment;
- Accommodation.

Where staff or learners have particular requirements related to Equality and Diversity these will be dealt with objectively and accommodated where reasonable and practicable.

## **Implementation**

OnBoarding Group Limited undertakes to:

- Develop and implement an Equality and Diversity Strategy.
- Monitor the impact of the Equality and Diversity Policy regularly.
- Investigate alleged breaches of the Policy under the Centre's disciplinary procedures.
- Inform staff and learners where the Equality and Diversity Policy can be found.
- Establish meaningful communication and consultation mechanisms with staff and learners.

## **Positive Action**

OnBoarding Group Limited may take positive action where appropriate to increase the representation of people from particular groups that have previously been underrepresented in the OnBoarding Group Limited community.