



Equality & Diversity Policy

Reach 4 Skills (R4S) is committed to having a fully inclusive organisation, which includes promoting Equality & Diversity to all apprentices, employers and stakeholders with whom we interface.

All assessors, IQAs, tutors and any other staff working with Reach4Skills will be expected to read, understand, and accept the Equality & Diversity Policy promoted by the Awarding Body, especially with regard to recruitment and assessment of all learners. The centre agree to embrace and follow the Equality Act 2010.

Other relevant legislation

Asylum and Nationality Act 2006 -Introduced a legal responsibility for employers to prevent illegal migrant working in the UK.

Rehabilitation of Offenders Act 1974 - It is lawful for an employer to request that applicants declare unspent convictions and to take these into account in a fair and transparent way before offering employment.

European Human Rights Convention - Encompasses all of the above within its wide remit.

Maternity and Paternal Leave Regulations 1999

Part-time Workers (Prevention of less favourable treatment) Regulations 2000

Fixed Term Workers Regulations 2002

R4S staff are expected to read, understand, and accept the Equality & Diversity Policy of any client with whom they are working provided that it does not compromise our own Equal Opportunity Policy, particularly with respect to assessment practices and procedures.

This policy is promoted to staff, employers, apprentices and stakeholders at induction and is available electronically. Equality & Diversity training is, in addition to induction, carried out at least annually to R4S staff.

The policy is included in apprentice induction and is covered in formal reviews in order to embed.

General Principle

The general principle is that access to apprenticeship programmes and all assessment activity should be both accessible and fair to each and every candidate, without prejudice or discrimination of any kind, and regarded as far as is reasonably possible of working conditions (e.g. weekend and evening working, remote site, etc.). Reach4Skills has commitment to raising achievement for all

learners whatever their background, race, gender or disability.

Training in Equality & Diversity is on-going and thorough. Staff can ask for support from the nominated E&D lead, or access on-line training for refreshers at any time.

This policy allows for a positive approach to diversity allowing R4S to select the best person for the job based on merit alone and free from bias on the grounds of factors such as age, disability, gender or race that are not relevant to the person's ability to do the job.

R4S encourages employers to take this approach when recruiting apprentices and promote their organisation as a fair, positive and progressive place to work.

Awareness and Communication of Equality & Diversity Policies

Staff of Reach4Skills will be expected to discuss this policy with employers, learners and their managers and make them aware that everyone promotes and works to the principles and practice of this Policy. There will also be a discussion around any possible areas of difficulty with access to assessment (e.g. safeguarding requirements, site access).

As part of eligibility checks, R4S obtains copies of the employer's equality & diversity policy to ensure compliance and embed into apprenticeship delivery.

Resolution of Difficulties

Equality & Diversity will be discussed as a regular item at staff meetings and any difficulties with adhering to this or clients' policies will be recorded. Any change in policy will be communicated to the people involved.

There is a policy of open access for all qualifications. The principles of open access and equal opportunity for all are promoted in all areas of Reach4Skills assessment activity. The aim is to overcome any inequality in relation to gender, age, race, colour, religion, disability, sexual orientation, marital status and national or ethnic origin. Reach4Skills works in cooperation with other organisations as appropriate, to develop Codes of Practice which can assist in ensuring that assessment materials and centre recruitment embody the principles of open access and equal opportunity.

Reach4Skills is also committed to ensuring that its employment policies give opportunities to all, regardless of gender, marital status, age, race, colour, religion, disability, sexual orientation and national or ethnic origin of any individual concerned.

Racial Harassment

Reach4Skills will not tolerate any form of racial harassment. We will challenge racist and discriminatory remarks, attitudes and behaviours from the learners and staff.

Equality & Diversity

- Staff receive relevant and appropriate training
- The Policy is consistent with current legislation and guidance
- Appropriate action is taken wherever discriminatory behaviour, language or attitudes occur

Learners with Additional Needs

Reach4Skills recognises that some learners have additional needs that require particular support and assistance. Learners will be admitted providing the Reach4Skills can meet their needs without jeopardizing the service in accordance with the Disability Discrimination Act.

This policy was agreed by: Charlotte White-Training Centre Manager	Date: 1.1.19
To be reviewed: Annually	Signed: 