



## EQUALITY, DIVERSITY AND INCLUSION POLICY

### COVID-19 UPDATE

We will take action to ensure that we remove or mitigate any disproportionate effect that COVID-19 might have on staff and learners who may be from an ethnic minority background or pregnant women, or disabled people so as not to disadvantage anyone.

We will pay attention to specific information so we can engage in discussion with learners and/or staff from groups seen as potentially more vulnerable to the virus.

### Purpose

The purpose of this policy is to establish the approach which will be adopted in order to provide for equality, diversity and inclusion in the delivery of all EMD UK CIC's services. We take positive action to promote choice, opportunity and progression in all aspects of our business operations and maintain a full ethical commitment to drive out modern day slavery and human trafficking in all our business practices.

### Scope

This policy applies to all policies, procedures and practices within the operation of EMD and applies to all members of staff, associates and our learners and covers all provisions as required by the Equality Act 2010.

### Responsibility and Authority

The Director is responsible for ensuring that all necessary actions are taken to ensure the effective implementation of this policy by all staff and associates of EMD.

EMD recognises its legal responsibility to ensure that, through its policies, procedures and actions, everybody who uses its services is treated fairly, with respect, with dignity and on an equal basis, in line with all current equalities legislation and in particular focussing on the protected characteristics: Disability, Age, Gender and Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Belief, Sex and Sexual Orientation.

All staff, associates and learners are expected to have a clear commitment in support of this objective, both in spirit and in practice.

All EMD staff, trainers, assessors and moderators will be provided with guidance and training in relation to diversity and equality through the induction process and through the staff appraisal process.

EMD will ensure the prevention of discrimination on any grounds which are not appropriate to good employment or learning practice.

EMD will actively promote diversity, equality and inclusivity in relation to access and entitlement to its services. All learners are given equal opportunities regardless of age, disability, ethnic origin, gender, marital status, religious belief or practice or sexual orientation. We positively encourage all sections of society to engage with us



in any activities specified by the project /contract. Target groups will also occasionally be determined within the project/contract scope.

EMD training, qualifications, services and employment will be open to all, regardless of gender, race, culture, religious faith or beliefs, marital status (including civil partnership), disability, employment status, nationality, ethnic origin, age, sexual orientation, gender reassignment or pregnancy and maternity.

EMD will ensure that no learner is subjected to unfair discrimination on any of these grounds in relation to access to assessment and to the fairness of the assessment.

EMD will monitor its adherence to the principles of diversity and equality.

### **Aims & Objectives**

EMD aims to ensure that:

- a) The content of its training, the provision of its advice service and the assessment of its qualifications are non-discriminatory and allow for the widest diversity of learners
- b) Opportunities for adults to return to learning is always available
- c) The style and language of our documentation do not reflect stereotyped or biased attitudes
- d) All staff apply a non-discriminatory approach
- e) Learners are actively involved in discussion and promotion of EDI issues in their learning to further support them to become active citizens and achieve/maintain economic well-being
- f) Opportunities for the most disadvantaged learners are always available
- g) We bring teaching and learning to local communities
- h) We will not do business with any other organisation or individual involved in slavery or human trafficking
- i) We have an effective appeals procedure.

EMD will take all necessary action to ensure that its diversity and equality policies are effectively implemented:

- a) Through steps to ensure that there is no bias in the format, content or language of any of its documents and materials, which might place unnecessary barriers to specific groups.
- b) In the selection and actions of all those working for or on behalf of EMD.



- c) By flexible interpretation of rules and regulations which may inhibit the access or performance of learners with special requirements
- d) By monitoring participation of learners affected by educational, economic and/or social disadvantage
- e) Through the evaluation of success and progression data for learners from all social and cultural backgrounds.

Data pertaining to diversity and equality (which may include, but is not limited to, gender, age, ethnicity) may be used for the following purposes:

- a) To monitor EMD's compliance with Equality legislation
- b) To evaluate the accessibility of services EMD supplies
- c) To inform market research and marketing strategy
- d) To inform external agencies such as local authorities the volume of services accessed by diverse groups and individuals so as to inform local authority planning and development.

Collation and use of such data will be fully compliant with the GDPR and Privacy policy.

### **Policy Review**

This policy will be reviewed by the EMD management team annually, or more frequently as required, to ensure that it continues to be effective.