

Equality, Diversity and Equal Opportunities Policy

Introduction

All Electrical Training Ltd (AET) is committed to promoting equality and diversity and a culture that actively values difference and recognises that people from different backgrounds and experiences can bring valuable insights to the workplace and enhance the way we work.

AET aims to be an inclusive company, where diversity is valued, respected, and built upon, where learners, employees, applicants, contractors and other individuals are expected to behave in a way which makes people feel accepted, comfortable and safe. The commitments in this policy apply to all these individuals.

The objective of this policy is to outline AET's approach to fulfilling this commitment and to make it clear to all parties what they may expect from AET and equally what AET expects of them.

Context

This Equality Policy reflects the harmonised and strengthened content and requirements of the Equality Act 2010 and AET's further statutory responsibilities under the Public Sector Equality Duties. The Act (and this policy) identifies nine 'Protected Characteristics'.

These are:

- Age: (older people, younger people, people of an age group)
- Disability: (not limited to physical or sensory impairments, mental health disability, some long-term medical condition)
- Gender reassignment: (transsexual people, transgender people)
- Marriage and civil partnerships: (a person who is married, a person who is a civil partner)
- Pregnancy and maternity: (pregnant women, women on maternity leave, women who have recently given birth)
- Race: (colour, nationality, ethnic or national backgrounds, heritage)
- Religion or belief: (any religion or lack of religion, any religious or philosophical belief or lack of belief)
- Sex: (women and men - gender)
- Sexual orientation: (gay and lesbian people, bisexual people, heterosexual people)

In line with the Equality Act 2010, AET will fulfil the duties of eliminating and not tolerating the following and will have procedures in place to deal with any incidents of these:

Discrimination - when a person is treated less favourably than another person because of a protected characteristic they have or are thought to have. It is also recognised as potentially occurring through association to another individual who may be discriminated against because of their protected characteristic.

Harassment - when an individual is subjected to unwanted conduct which has the purpose (intentional) or effect (unintentional) of:

- violating a person's dignity, or
- creating an uncomfortable, intimidating, hostile, degrading, humiliating or offensive environment for that individual.

Victimisation - when a person experiences disadvantage because they have supported someone in making a complaint or an allegation of discrimination, or because they personally have made an allegation of discrimination.

AET has adopted the International Holocaust Remembrance Alliance's (IHRA) definition of antisemitism:

"Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities."

Strategy

AET will:

- Ensure the principles of equality and diversity are evident in all policies, systems and practices and ensure that these do not unfairly disadvantage or discriminate individuals either directly or indirectly.
- Create an environment which values differences, raises aspiration, and provides an opportunity for everyone to achieve.
- Value the different contributions made by learners and staff and make use of their diverse backgrounds and experiences to enhance the service provided.
- Encourage and foster good relations between people from different groups.
- Increase staff awareness of unconscious biases.
- Take positive action to promote equality of outcomes for learners and staff.
- Provide awareness raising, training and guidance for staff and learners on equality and diversity issues.
- Create an environment that eliminates discrimination, harassment, and victimisation.
- Take disciplinary action against learners or staff if the policy is deliberately or wilfully breached.

Responsibilities and Compliance

AET is responsible for ensuring that:

- Our policies encompass our commitment to equality of opportunity.
- We recruit and retain an inclusive and diverse workforce which is appropriately developed to ensure each individual has the opportunity to achieve their full potential and thus improving the performance of the whole organisation.
- This policy is promoted amongst staff to ensure compliance.
- All programmes of learning offered, whether existing or new, will be regularly reviewed to examine how far they meet the needs of all learners with particular reference to equality of opportunity.

Staff are responsible for:

- Being aware of this policy and duties in relation to all of the protected characteristics.
- Demonstrating sensitivity to issues of diversity and that they attend and complete staff training to help their understanding of the issues in this area.
- Staff conduct themselves throughout their employment in a way that positively supports this policy and protects AET's reputation and embraces the company's value of "Valuing Diversity".

Learners are responsible for ensuring that:

- They fulfil their responsibilities towards other learners and members of staff.
- Their coursework reflects sensitivity to issues of equality and diversity and does not include any discriminatory content.
- They refer cases of inappropriate behaviour by any staff, visitors or fellow learners to a member of staff, act as good role models to peers and challenge inappropriate behaviour where they are confident in so doing.

Raising Concerns

- Learners who feel they have been harassed or discriminated against, or otherwise treated unfairly within the scope of this policy, may raise their concerns with a member of staff.
- Staff who feel that they have been unfairly treated within the scope of this policy may raise their concern with their line manager or if this not possible through the grievance procedures.
- Staff or learners whose conduct breaches this policy through discrimination, harassment or victimisation of others will be dealt with through the disciplinary procedure for staff or learners, as appropriate.