

		
ISSUED BY: Head of EPA, Caroline Walton	End-Point Assessment Policies and Procedures	ISSUE DATE: September 2022 REVIEW DATE: September 2023
	Equality & Diversity Policy	ISSUE: V4

Purpose

Explosive Learning Solutions (ELS) Ltd is committed to ensuring discrimination never occurs within the company's practices and encouraging diversity amongst our workforce, apprentices, training providers and customers.

Scope

This policy is aimed at employees, learners, training providers and customers who are using ELS products and services. This policy describes the application of the principles of diversity and equality. This policy is to set out ELS's commitment to ensuring we adhere to the legislation and requirements from the Equality Act 2010.

ELS supports the principle of equal opportunity and opposes unlawful and unfair discrimination on the grounds of the 9 protected characteristics, which are as follows; 'Age, Pregnancy and Maternity, Sex, Disability, Marriage and Civil Partnerships, Race, Religion or Belief, Gender Reassignment and Sexual Orientation'.

Further information is available at the website of The Government Equalities Office www.equalities.gov.uk.

Aims

ELS ensure diversity and equality are promoted both in the development of our products and in access to those products and services, and that unlawful or unfair discrimination, whether direct or indirect, is eliminated. As an awarding organisation, we will ensure that:

- All employees, whether part-time, full-time, temporary or apprentices will be treated fairly and with respect.
- ELS commits to following the legislation and requirements of [Section 96](#) of the Equality Act 2010 for all apprentices.
- That every employee is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment is tolerated.
- To create an environment in which individual differences and the contributions of all.
- Training, development and progression opportunities are available to all staff.
- That all our processes will ensure fair assessment for all apprentices;
- Equality in the workplace is ensured, which is good management practice and makes sound business sense.
- Entry requirements, content and assessment demands of our products and services are appropriate to the knowledge, understanding and skills specified and do not act as unnecessary barriers to achievement.



- Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability.
- The widest possible diversity of apprentices can access the content of our products and services, with particular regard to end-point assessment.
- All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.
- The language we use in our materials is clear, free from bias and appropriate to the target group.
- All employment practices and procedures will be reviewed regularly to ensure fairness, monitoring and recording data on Recruitment Justification Form ELS 014.
- The commitment: staff, apprentices, training providers and customers are recognised and valued.

Policy Awareness

ELS will require all customers and associates to confirm that they understand the requirements set out in this policy.

ELS will also require all employees, including part-time and contracted staff to have understood the requirements set out in this policy.

Breaches

Breaches of the Equality Policy are regarded as misconduct and could lead to disciplinary proceedings.

The Directors of ELS support this policy and employees have agreed on it. ELS will monitor and review this policy annually.

To obtain a copy of this policy you can either download a copy of the policy from our website: www.elsbusinessstraining.co.uk or request copies by calling 01235 861805 or by emailing info@explosivelearningsolutions.com.

To report a breach of this policy, please contact us on 01235 861805 or email info@explosivelearningsolutions.com.

For breaches relating specifically to our end-point assessment services, contact us at epaenquiries@explosivelearningsolutions.com.

Policy Version Control

ELS is committed to ensuring all policy documentation is subject to document control and reviewed annually.

RELATED DOCUMENTS:- Recruitment Justification Form	APPROVED BY:- James Convery, Director
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