

# Equality, Diversity and Inclusion Policy

## Introduction

Summit Qualifications UK is committed to eliminating discrimination and encouraging diversity and fully supports the requirements of the Equality Act 2010.

Summit Qualifications UK will not knowingly discriminate on the grounds of age, disability, gender or gender reassignment, marital status including civil partnerships, race, religion or belief, or sexual orientation.

Summit Qualifications UK believes that:

- Where equality of opportunity exists, individuals benefit from a more rewarding environment that is more likely to enhance performance and achievement.
- Every individual is entitled to dignity and respect in their workplace, learning environment and social situations that is free of discrimination, harassment or victimisation.
- Equality in the workplace is good management practice and makes sound business sense.

This policy is fully supported by Summit Qualifications UK's Governing Body and senior management.

## Commitment to Equality, Diversity and Inclusion

The employment policies and practices, and the services and products Summit Qualifications UK provide will be carefully considered to make sure they are fair, free of any bias and provide access and opportunity for all in support of equalities and diversity.

Summit Qualifications UK will:

- Review its policies, procedures and practices to ensure fairness.
- Make sure documentation, qualifications and assessments are free of discrimination.
- Operate reasonable adjustments and special considerations.
- Make sure appropriate induction and training is provided on equalities where appropriate.
- Take seriously any breaches of our equality and diversity policy and regard them as misconduct that could lead to disciplinary proceedings.
- Monitor its policies, practices and procedures to make sure there is no bias and that diversity is promoted.
- Review and monitor its performance against this policy.



Centres must adopt this equality, diversity and inclusion policy, or have in place their own policy.

For Centre staff, Learners and apprentices, they should be made aware of this policy. Where centre employees, learners, apprentices, or others believe that they are being treated unfairly they should raise this with a senior member of centre staff and follow the centre procedures to raise a concern or compliant.

Summit Qualifications UK employees and contractors are provided with a copy of this policy. If employees or others believe that they are being treated unfairly they should raise this with the Managing Director, or Chairman of the Governing Body for senior Summit Qualifications UK employees and governors, to raise a concern or compliant; or raise a grievance.

Individuals may also use Summit Qualifications UK's Whistleblowing policy if they find raising a concern is not being addressed.

Summit Qualifications UK welcomes any feedback or ideas on how to further improve its approach to equalities and diversity.

Compliance with this policy is monitored by Summit Qualifications UK's AO Manager.