

EQUALITY & DIVERSITY POLICY

Statement of Policy

Leslie Frances Training is committed to eliminating discrimination and encouraging diversity within our company. Our aim is that all Staff and Learners' will be truly representative of all sections of society and each person feels respected and able to achieve their best.

If at any time you feel that this policy is not being applied to you appropriately, you are invited to appeal against such alleged discrimination stating in writing why, in your opinion, you feel you are being wrongly treated. Addressed to:

The Directors of Leslie Frances Training at 58 Eldon Street, Barnsley, South Yorkshire S70 2JL



European Union
European
Social Fund

EQUALITY & DIVERSITY POLICY

The purpose of this policy is to provide equality and fairness for all in our employment/training school and not to discriminate because of age, disability, gender reassignment, marriage, and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. We oppose all forms of unlawful and unfair discrimination.

All staff/learners whether full time, part time or temporary will be treated fairly and with respect. Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. Everyone will be helped and encouraged to develop their full potential and the talents and resources of all will be fully utilised to maximise the efficiency of the company.

Equality:

The Equality Act 2010 legally protects people from discrimination in the workplace and in wider society.

It replaced previous anti-discrimination laws with a single Act, making the law easier to understand and strengthening protection in some situations. It sets out the different ways in which it's unlawful to treat someone.

Diversity:

Recognising, valuing and taking account of people's different backgrounds, knowledge and skills and experiences and encouraging and using those differences to create a productive and effective educational community and workforce.

Our Commitment

- To develop fair and relevant recruitment and selection procedures for all staff, learners and ensure that the employers that we work with provide equality in recruiting learners on to work based training opportunities.
- To ensure that all staff and learners are aware of their responsibility in relation to the equality policy of Leslie Frances and continuously develop staff through our staff development programme.
- To engender an ethos and atmosphere this both reflects the diversity of minority groups within the training and employment arena.
- To provide facilities, learning and learning resources and support to ensure that all staff and learners have their particular needs met
- To ensure that marketing and publicity materials promote positive images of minority groups within work based training.
- To develop and evaluate monitoring systems to ensure the policy is being implemented to identify any problems and to ensure that objectives are being achieved.
- Everyone is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- Training, development and progression opportunities are available to all.
- To introduce a procedure to deal specifically with cases of personal harassment on any grounds.
- To regularly review and update the policy in the light of new legislation.
- To regularly review Equality within learners and employers reviews
- To promote Equality throughout the employers and learners training programmes.
- To ensure all staff and learners are aware of our equality policy on induction
- To create an environment in which individual differences and the contributions are recognised and valued.
- Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings.