

Equality and Diversity Policy

Equality

Ringway Training opposes all forms of unlawful and unfair discrimination. We are committed to a policy of equality encompassing colour, race, nationality, ethnic origin, age, gender, sexual orientation, disability, religion and belief. We are therefore committed to ensuring that, as a service provider, all of our actions and activities are genuinely available and accessible to all potential participants and that our initiatives do not have a negative impact on any disadvantaged groups. This includes;

- Developmental activities
- Advertisement and recruitment of associates and working partners
- The advertisement and tendering processes for business contracts and the conduct of the tendered business
- Employment and contractual practices and procedures
- All of our business activities including all of our training and qualification services and additional services including consultancy, lecturing and moderating
- Social, community, fundraising, promotional and marketing events
- Written material, website contents and all materials produced by Ringway Training and its associates

As an organisation, we are particularly aware of the difficulties which many people have in accessing local services and so we are keen to ensure that;

- Any fees are fair, justified, realistic and affordable
- Business operation times are appropriate and convenient
- Facilities are made accessible to people with additional requirements and childcare responsibilities

Ringway Training will not tolerate sexual or racially-based harassment or other discriminatory behaviour, whether physical or verbal, and we will work to ensure that such behaviour is met with appropriate action in whatever context it occurs. Ringway Training is committed to the development of awareness and understanding of equality issues within our organisation and externally, in order to eradicate discrimination and make services available to everyone.

Diversity

Ringway Training celebrates and values the diversity of its learners and associates and is committed to equality of opportunity for all. We aim to eliminate discrimination or other unfair treatment against any users of its services. This is regardless of age, ethnicity, gender, marital status, family circumstances and responsibility for dependants, physical ability, race, religious beliefs, sexual orientation or offending background that does not create risk to children and vulnerable adults.

Subject to the overriding consideration of protecting children and vulnerable people, we will make every effort to prevent unfair discrimination against those with criminal records. Ringway Training comply with the requirements of the following in-exhaustive list of legislation;

- The Equality Act (2010)
- Gender Equality Duty (2007)
- Employment Equality (Age Discrimination) 2006
- Disability Discrimination Act 2005
- Employment Equality (Religion or Belief) Regulations 2003
- Employment Equality (Sexual Orientation) Regulations 2003
- The Race Relations Act 1976 (Statutory Duties) Order 2001
- Race Relations (Amendment) Act 2000
- The Sex Discrimination Act 1975, 1999
- Child Protection Act 1999
- The Human Rights Act 1998
- Employment Rights Act 1996
- Equal Pay Acts 1970 and 1984
- The Rehabilitation of Offenders Act 1974

Promotion, Marketing and Advertising Activities

Ringway Training publicity and learner recruitment procedures will be designed to encourage applications from all sections of the community and from all levels of ability. Ringway Training will make a determined effort to widen through partnerships and involvement with local community groups.

Ringway Training will ensure that admission procedures are user friendly and avoid unnecessary barriers to access for intending learners. Ringway Training will continue to identify and respond to learning needs within the community and will encourage widening participation from under represented, disadvantaged or excluded groups.

Ringway Training is committed to the development of learning environments that are welcoming and safe for all learners. Ringway Training will continue to develop its facilities and accommodation to improve access for people with learning difficulties and/or disabilities.

Training, Teaching, Learning and Assessment Activities

Ringway Training will ensure that course delivery is free from bias, stereotyping and discrimination and we will encourage learners to explore issues of equal opportunities and diversity. Within its available resources, Ringway Training will ensure that learners with learning difficulties and/or disabilities receive appropriate additional support to meet individual learner needs.

Ringway Training will regularly review course design and delivery to meet the various learning needs and styles of learners and to improve access to learning and will ensure that the views and perceptions of learners are included in the process of course aims and objectives reviews.

Associate and Learner Enrolment

Ringway Training will treat all associates and learners with respect and dignity, and seek to provide a learning environment which is free from harassment, discrimination and victimisation. Ringway Training will not tolerate any form of discriminatory behaviour towards its associates or learners, either from customers, other associates, other learners or members of the public.

Ringway Training will endeavour to ensure that reasonable adjustments are made to arrangements and premises to ensure both current and potential customers, learners and associates with disabilities have equality of access.

Making our Policy Effective

To make our policy fully effective we will;

- Actively promote it through all of Ringway Training's established communication links
- Ensure the Equality and Diversity Policy is a working, live and reviewed document
- Make sure all persons involved with Ringway Training know about and understand this policy
- Take appropriate action, using agreed procedures should any person involved with Ringway Training breach this policy

Age Discrimination

Ringway Training is committed to tackling discrimination against both younger and older people. We recognise that negative attitudes and commonly held stereotypes can lead to discriminatory behaviour, which can negatively affect people's life chances. Therefore, it is very important that within an educational setting discrimination does not stop people from meeting their full potential, as social and economic disadvantages are greater for individuals who do not enter education or the workforce.

Both younger and older people are less likely to be listened to and consequently they can experience a greater risk of maltreatment or abuse from others who may misuse a position of power. These groups have different needs but often experience similar levels of discrimination, disadvantage, alienation and social exclusion. Ringway Training recognises that working adults have the most influence and access to opportunities, therefore flexibility of working patterns is one of the key aspects to ensuring both older and younger people are able to reach their potential.

People with Individual Support Requirements

Ringway Training is aware that often it is the common social attitudes that create the biggest barriers for people with disabilities. Therefore, removing both attitudinal and physical barriers will eradicate the discrimination, victimisation, marginalisation and social disadvantaged that are often suffered by people with disabilities.

Promoting and providing equality for disabled people through consultation with people who are disabled is paramount. Ringway Training recognises that not all disabilities are obvious or visible; and that people with disabilities may need flexibility within their programme of study or their working hours. Overall, Ringway Training will, wherever possible, provide the necessary support, assistance and care that people with disabilities need to achieve success in either their programme of study or employment.

Gender and Transgender People

Transgender individuals will be appropriately supported to ensure that they are not discriminated against because of their chosen gender re-assignment.

Gay, Lesbian and Bi-sexual People

Ringway Training is committed to tackling discrimination against Gay, Lesbian and Bi-sexual people. Ringway Training will respect the right of individuals to be open about their sexual orientation.

Minority Ethnic Communities

Ringway Training is committed to working to counteract inequalities that black or ethnic minority people may encounter either from indirect or direct discrimination.

Religion and Belief/Cultural Groups

Negative attitudes and common stereotypes about peoples' religion, belief or culture can lead to discrimination from some individuals and/or groups. Ringway Training will, therefore, demonstrate its commitment by targeting resources, where necessary, to strengthen cross-cultural understanding and tolerance.

Anybody who requires further explanations of this procedure should contact Mark Mallender (Managing Director) on 01625 520 434 or at mark@ringwaytraining.co.uk

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1	First original edition	1/9/2011	Mark Mallender	Richard Butler
2	No changes made	1/9/2012	Mark Mallender	Richard Butler
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