

## Equality & Diversity Policy

White Horse Training Ltd is committed to promoting equality and diversity within our policies, practices and procedures. This commitment applies to our professional dealings with apprentices, learners, staff and third parties.

We shall treat everyone fairly and with the same attention, courtesy and respect regardless of:

- sex
- sexual orientation
- race or racial group
- religion or belief
- age
- caring responsibility
- disability

We will endeavour to ensure compliance with all relevant legislation including but not exclusively the following:

- Human Rights Act 1948 and 1998
- Sex Discrimination Act 1975 and 2003 and 2005 Regulations
- Gender Recognition Act 2004
- Race Relations Act 1976
- Race Relations (Amendment) Act 2000 and 2003 Regulations
- Disability Discrimination Act 1995 and 2003 and 2005 Regulations
- Employment Rights Act 1996
- Protection from Harassment Act 1997
- Public Interest Disclosures Act 1998
- Equality Acts 2006 and 2010

White Horse is committed to meeting the diverse needs of all its learners and will work to identify the needs of individual learners and ensure as far as possible that the programmes we offer are accessible to all.

All stakeholders are informed of our commitment to equality and diversity by whichever means appropriate including provision of handbooks, access to policies, the White Horse self-assessment report, board meeting and the review process.

Training will be provided to staff on an initial and ongoing basis as necessary.

## **Employment**

White Horse is committed to creating a working environment free from discrimination, respecting diverse backgrounds and beliefs.

White Horse will treat all employees and job applicants equally and fairly and not unlawfully discriminate against them. This will, for example, include arrangements for recruitment and selection, terms and conditions of employment, access to training opportunities, grievance and disciplinary processes, references, work allocation and any other employment related activities.

All employers of apprentices/students training through White Horse are expected to comply with all legal requirements relating to Equality and Diversity and will be reminded of this through initial contractual paperwork and also during the review process.

Apprentices/students will all be given a Learner Handbook detailing all policies and procedures in this area and may raise concerns with White Horse at any time. Equality and Diversity will also be specifically covered during one to one reviews.

## **Responsibility**

Overall responsibility for implementing the policy rests with the Managing Director. All staff are expected to pay due regard to the provisions of this policy and implement them.

## **Complaints**

White Horse will treat seriously all complaints of unlawful discrimination made by staff, apprentices/learners or any other party and will take action where appropriate. All complaints will be investigated by the Managing Director and the complainant will be informed of the outcome.

**This policy is available in electronic and paper form for all to view in the White Horse offices. A copy is provided in the Learner Handbook given to all Apprentices/students and an Equal Opportunities Statement, as attached, is prominently displayed in the White Horse offices.**

**It is also included in the resources section of OneFile where it can be viewed by each Apprentice and their employer and is available on the White Horse website at [www.whitehorsetraining.co.uk](http://www.whitehorsetraining.co.uk).**

## EQUAL OPPORTUNITIES STATEMENT

**White Horse Training is committed to promoting equality, diversity, impartiality, confidentiality, professional integrity and an inclusive and supportive environment for its students, staff and other associates in all aspects of its operational activity.**

**White Horse Training will endeavour to ensure that people are treated equitably and that its employment, training provision and company policies give opportunities to all irrespective of gender, age, sexual orientation, disability, marital status, religion, race, nationality, ethnic origin or offending background.**

Signed:.....

Date:.....Review Date: .....