

Equality, Diversity & Inclusion Policy

The Equality & Diversity Inclusion Policy outlines the responsibility for promoting inclusive environments, which are free from discrimination for our national and international staff; students; and anyone associated with A&S Transport Training Ltd (e.g., visitors, contractors and service providers).

1. Introduction

The policy takes into account the updated approach to equality by the UK Government as outlined in the *Single Equality Act (2010)* which requires us to:

- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Foster good relations between people who share a protected characteristic and those who do not.

This policy outlines our commitment across all operations of our centre with an internal and external focus. Internally we are creating an inclusive working and studying environment where differences are valued and equality of opportunity is advanced. Externally our focus is on continuing to deliver a fair service to our students and visitors by meeting the changing needs of global diverse communities.

2. Equality Statement

We are committed to respect and fair treatment for everyone, eliminating discrimination and actively promoting equality of opportunity and delivering fairness to all.

In addition to being compliant with the equality laws, public duties, and Human Rights Acts (Universal and European), we also support diversity and promote equality of opportunity for all staff, students and visitors regardless of their:

- Protected Characteristic (Single Equality Act):
 - Age
 - Disability
 - Gender Reassignment
 - Marriage and Civil partnership
 - Pregnancy and Maternity (including Paternity)
 - Race (colour, ethnic or national background)
 - Religion or Belief (including non-belief)
 - Sex/Gender
 - Sexual Orientation

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- Caring responsibilities for a 'Protected Characteristic' including dependants
- Socio-economic background/grouping
- Union activity
- Unrelated spent criminal convictions

3. Commitment to Equality

A & S Transport Training aims to ensure that equality is embedded into all its functions, operations and activities.

4. Responsibilities and commitment

Each individual is responsible for their own behaviour and must accept the principle that there is equality of opportunity and fairness for all staff and students and anyone associated with A & S Transport Training (e.g. visitors, contractors and service providers), in all aspects of the centre's life.

Individuals must ensure they do not support unfair behaviour by ignoring what is happening around them and must not incite or collude with unfair or unlawful discrimination.

Any member of A & S Transport Training found to be responsible for inciting, perpetrating or colluding with discrimination or harassment may face disciplinary action.

All staff, students and anyone associated with A & S Transport Training, have a responsibility to adhere to this statement and apply it in their day to day work.

5. Complaints of Discrimination or Harassment

If a member of staff feels that they have been discriminated against or feel that they are being bullied or harassed, the complaint should be raised with the General Manager.

6. Supporting Policies & Guidance

To be obtained from the Centre Manager.

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7. Review

A review of the policy will be conducted annually in addition to A & S Transport Trainings feedback initiatives such as questionnaires and surveys.

If you have any questions regarding the content of this statement or would like any further information, please contact the Centre Manager.

How this Policy is Made Available

On commencement of employment or enrolment, staff and learners are introduced to our policy of Equality, Diversity & Inclusion as part of the induction process.

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