



Equality & Diversity Policy

1. The Equal Opportunity and Diversity Policy reflects both the aims and purposes of Training 4 Careers UK Ltd and the spirit and intentions of legislation, which outlaws discrimination. T4C recognises that people from different backgrounds can bring fresh ideas and skills. It values diversity and welcomes interest from all sections of the community. It is committed to build and reinforce a culture where people value each other and treat each other with dignity and respect.
2. T4C will not discriminate or treat any individual less favourably on the grounds of age, disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation and trans/gender Identity (please see T4C's Transgender Guidance/Process). As such, we will not make presumptions about an individual's right to work in the UK on the basis of their background, appearance or the way they speak, or the fact that they may appear or sound foreign.
3. At T4C, no individual will receive less favourable treatment on the grounds of age, disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation and trans/gender Identity (please see T4C's Transgender Guidance/Process). (please see T4C's Transgender Guidance/Process).
4. T4C aims to ensure that people with disabilities are given Equal Opportunities to access buildings of delivery. In doing so, it will fully consider making reasonable adjustments to working practices and equipment to ensure that a disabled person is not put at a substantial disadvantage due to their disability. In addition, when someone becomes disabled, every effort will be made through reasonable adjustment, retaining a redeployment to enable them to remain in receipt of service of T4C.
5. T4C is committed to keeping requirements and practices under review. It welcomes differences and recognises that actions may be needed to fulfil the aims and purposes of T4C.
6. It is the responsibility of every individual, to eliminate discrimination by ensuring the practical application of Equal Opportunities and Diversity Policy and reporting incidents of discrimination to an appropriate person.
7. All allegations of discrimination will be treated seriously. Any discrimination is totally unacceptable to T4C and anyone found to be discriminating would face disciplinary action.
8. Sexual and racial harassment are forms of discrimination on grounds of a person's sex or race. This and any harassment is totally unacceptable to T4C and any such behaviour is considered a disciplinary offence. All allegations of harassment are treated seriously and all practicable steps taken to prevent the behaviour continuing.

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