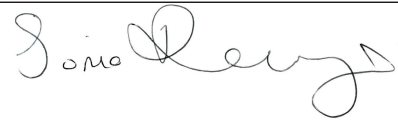


Policy Title	Equality and Diversity Policy		
Policy Reference Number	11		
Person responsible / signature	Sonia Rawlings Managing Director		
Policy revision	Date	Planned Review	Amendments
Rev 0	Mar 19		
Rev 1	Sept 19		Office address changed
Rev 2	24/10/19	Dec 20	ESF addendum and logo added
Rev 3	19/9/20	Sept 21	SRP Logo updated
Rev 4	3/9/21	Sept 22	No changes required
Rev 5	16/9/22	Sept 23	No changes required
Rev 6	16/09/23	Sept 24	No changes required

This policy applies to Skills Support for the Workforce / Redundancy contracts for the following LEP areas listed below:

Contract Number and LEP Area
ESF-5111 - Greater Cambridge & Greater Peterborough
ESF-5114 - Hertfordshire
ESF-5115 - Northamptonshire
ESF-5116 - SEMLEP

<p>S R Partnership Limited Suite B, Birch House, Almond Road, St Neots, Cambs, PE19 1DZ</p>
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Equality and Diversity Policy

Introduction and Scope.

S R Partnership Ltd is proud to be a diverse Company and seeks to promote the values of openness, respect and honesty for all in order to achieve our mission to provide a holistic approach to learning for everyone.

This Policy sets out S R Partnership Ltd approach to working towards ensuring Equality and Diversity (E&D) in all areas of the company and therefore, ensuring S R Partnership Ltd mission and values are achieved.

The aim of this Policy is to:

- Support and promote S R Partnership Ltd mission and values
- Ensure that all individuals are clear about their responsibility in supporting, promoting and protecting S R Partnership Ltd commitment to E&D.
- Prevent discrimination occurring in any aspect of our work, recognising the needs of individuals and to treat each person with dignity and respect.

In this regard, it is not just a document to read but a set of principles and an ethos which everybody should support, appreciate and adhere to everyday.

This Policy applies across all sectors of S R Partnership Ltd and to all current and potential candidates, employees, Sub contractors and all other third parties.

S R Partnership Ltd recognises that discrimination and victimisation is unacceptable in any way shape or form and that it is in the interests of the organisation and its stakeholders to recognise and utilise the skills of the total workforce.

S R Partnership Ltd aims to ensure that no employee, job applicant, learner or potential learner receives less favourable facilities or treatment (either directly or indirectly) in recruitment, employment or education on the grounds of:

1. Age
2. Disability
3. Gender/Gender reassignment
4. Marriage/Civil partnership
5. Pregnancy/Maternity
6. Race
7. Religion or belief
8. Sex
9. Sexual orientation

Our aim is that our workforce and learners will be truly representative of all sections of society and each employee and learner feels respected and able to achieve their full potential.

SR Partnership Ltd aspires to:

- Create an environment in which individual differences and the contributions of all staff and contractors are recognised and valued
- Every employee and every learner are entitled to a working environment that is respectful of individual beliefs
- No form of intimidation, bullying or harassment will be tolerated
- Training, development and progression opportunities will be available to all staff
- To promote equality and value diversity in the workplace and the learning environment
- Challenge unacceptable behaviour demonstrated by any learners, employers or stakeholders of SR Partnership Ltd
- We will review all our employment practices and procedures to ensure fairness
- Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings

All employees and learners are treated fairly and with respect. Selection for entry on to learning programmes and selection for employment, promotion, training or any other benefit is on the sole basis of aptitude and ability. All employees and learners are helped and encouraged to develop to their full potential within the remit of SR Partnership Ltd.'s parameters of engagement.

SR Partnership staff & contractors must not and will not discriminate directly or indirectly or harass customers or clients in the provision of the Company's goods and services. This policy and the associated arrangements shall operate in accordance with statutory requirements, particularly the Equality Act 2010. In addition, full account will be taken of any guidance or Codes of Practice issued by the Equality and Human Rights Commission, any Government Departments, and any other statutory bodies.

Process.

Responsibility for ensuring that there are no unlawful discrimination rests with all staff, in particular, all members of staff should:

- Comply with the policy and arrangements
- Not discriminate in their day to day activities
- Not victimise, harass or intimidate other groups
- Ensure no individual is discriminated against or harassed because of their association with another individual who has a protected characteristic.
- Inform their manager if they become aware of any discriminatory practice
- Challenge unacceptable behaviour of learners

Disability Discrimination.

Under the terms of this policy, managers are required to:

- Make reasonable adjustment to maintain the services to an employee or learner who becomes disabled, for example, training, provision of special equipment, reduced working/learner hours
- Include disabled people in training/development programmes
- Give full and proper consideration to disabled people who apply for jobs or for learning programmes, having regard to making reasonable adjustments for their particular aptitudes and abilities to allow them to be able to do the job or the learning programme

Equality and Diversity Monitoring

The system will involve the routine collection and analysis of information on employees and learners by gender, marital status, ethnic origin, sexual orientation, religion / beliefs. Analysis of employees by role and length of service in current role will be made. Information regarding the number of staff and learners who declare themselves as disabled will also be maintained.

There will also be regular assessments to measure the extent to which recruitment to first appointment, internal promotion and access to training/development opportunities affect equal opportunities for all groups.

On a quarterly basis the senior management team will discuss the EDIMs (Equality and Diversity Impact Measures) the results of this analysis will then inform Equality and Diversity action plans.

All data and information gathered in relation to any individual will be treated in the strictest of confidence in accordance with the General Data Protection Regulations 2018.

Raising a complaint

Employees and learners have the right to pursue a complaint concerning discrimination or victimisation via the complaints and appeals procedure.

Discrimination and victimisation will be treated as disciplinary offences and will be subject to Disciplinary Procedures.