

# Equality, Diversity, and Inclusion Policy

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## Introduction

As an ATP for IOSH and RLSS UK awarding bodies, Finn Safety Training are committed to ensuring that diversity and inclusion are embedded into everything we do. Together we promote a work environment that is inclusive and diverse, and where our people can be themselves.

This Policy is shaped by the protected characteristics outlined by the Equality Act 2010 (age, disability, gender, gender reassignment, marriage & civil partnership, pregnancy & maternity, race, religion & belief, sexual orientation).

This policy also reinforces our commitment to providing equality and fairness to all and not provide less favourable facilities or treatment. All those completing, delivering, or assessing qualifications should have equal opportunities.

We do not tolerate unfair treatment or unlawful discrimination, whether intentional or unintentional, direct, or indirect of any kind. If you feel you have experienced unfair treatment or unlawful discrimination, please contact [kristin@finnsafetytraining.co.uk](mailto:kristin@finnsafetytraining.co.uk), who will fully review the incident.

## Definitions

This policy cover 3 broad areas:

**Equality** means treating everyone with fairness and respect and recognising the needs of individuals. It is about addressing existing disadvantage affecting how different people participate in society.

**Diversity** is about recognising, valuing and taking account of people's different backgrounds, knowledge, skills, needs and experiences, and encouraging and using those differences to create a cohesive community and effective workforce.

**Equal Opportunities** is the development of practices that promote the possibility of fair and equal chances for all to develop their full potential in all aspects of life and the removal of barriers of discrimination and oppression experienced by certain groups.

## Policy Statement

All staff, candidates, trainers, assessors and all other relevant personal involved with the delivery or assessing of IOSH and RLSS UK qualifications and awards, should have equal opportunity to access qualifications, assessments, related products and services and that the content of the qualifications and assessments should reflect the wide diverse audience. We strive to support candidates of all abilities, and to ensure qualifications are awarded in a way that is fair to everyone whilst ensuring the integrity of the qualification is kept. Where applicable ensuring reasonable adjustments or special considerations are applied for.

It is morally wrong to discriminate directly or indirectly and hinder equality of opportunity. Thus, it is our intention to ensure that no person is subject to unfair treatment in any way and we recognise our responsibilities and legal obligations.

## Policy Aims

We aim to:

- Promote environments where individual differences and contributions of all are recognised and valued
- Encourage environments that promote dignity and respect for all
- Not tolerate any form of discrimination, intimidation, bullying or harassment (linked to age, disability, gender, gender reassignment, gender identity, marriage & civil partnership, pregnancy & maternity, race, religion & belief, or sexual orientation) and to take appropriate action for any breach of this policy
- Promote equality, which we believe is good management practice.
- Encourage anyone who feels they have been subject to discrimination to raise their concerns so corrective measures may be implemented
- Encourage all to treat other with respect and dignity
- Regularly review practices and procedures so that fairness is always maintained

## Our Commitments

- We are committed to providing equal opportunities to our employees, candidates, trainers, and assessors along with all other relevant personal in an inclusive manner and encouraging diversity in the workplace.
- We do not tolerate any unlawful or unfair discrimination, and anyone found to be acting in a discriminatory manner may face disciplinary action, which could include dismissal. Everyone has a duty to report unlawful or unfair discriminatory behaviour to a member of management. We actively promote equal opportunities and require everyone to contribute towards achieving this objective.
- We believe that treating people with dignity and respect is an important part of realising equal opportunities and diversity.

We will enable all candidates the ability to have equal access to training and assessment for qualifications irrespective of their sex, gender, marital status, age, religion, race, nationality or ethnic origin or disability ensuring the integrity of the IOSH Awarding Organisation and RLSS UK Qualifications is being upheld. It may be that we need to contact IOSH Awarding Organisation or RLSS UK Qualifications to apply for either a reasonable adjustment or a special consideration.

## Referring Complaints to Awarding Bodies

Where complaints relating to issues of inequality cannot be satisfactorily resolved by the ATP, candidates must be made aware of their right to appeal to the IOSH Awarding Organisation or RLSS UK Qualifications via the arrangements outlined in our Appeals Policy.

IOSH Awarding Organisation Contact	
Email	<a href="mailto:admin@ioshao.com">admin@ioshao.com</a>
	The Operations and Quality Manager IOSH Awarding Organisation The Grange Highfield Drive Wigston Leicestershire LE18 1NN UK
RLSS UK Qualifications Contact Details	
Email	<a href="mailto:compliance@rlss.org.uk">compliance@rlss.org.uk</a>
Telephone	0300 323 0096
Address	Royal Life Saving Society Red Hill House 227 London Road Worcester WR5 2JG