

# P&I Training Ltd



## Equality, Disability and Discrimination Policy

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## **Equality, Diversity & inclusion statement**

Individuals with different cultures, perspectives and experiences are at the heart of the way P&I Training LTD works. At P&I Training LTD we are guided by our values in everything we do and recognise that being a diverse and inclusive training provider helps us to fulfil our responsibility to make a difference for attendees.

We seek to develop a training environment where we treat all attendees as individuals, fairly and in a consistent way. We work within the spirit and the practice of the Equality Act 2010 by promoting a culture of respect and dignity and actively challenging discrimination, should it ever arise. We will remove unnecessary barriers for our attendees seeking opportunities through training and development, promotion and career planning.

We will continue to support our leaders, managers and attendees to demonstrate the principles of diversity and inclusion in their everyday activities, roles and functions.

Alan Robson: Director P&I Training LTD

This refers to the protected characteristics of sex, gender reassignment, race, disability, age, sexual orientation, religion or belief, marriage and civil partnership and pregnancy and maternity.

## **Equality and Diversity Policy**

### **1. Policy Statement**

This policy sets out P&I Training LTD's approach to equality and diversity. P&I Training LTD is committed to promoting equality and diversity and promoting a culture that actively values difference and recognises that people from different backgrounds and experiences can bring valuable insights to the workplace/training area and enhance the way we work.

P&I Training LTD aims to be an inclusive organisation, committed to providing equal opportunities throughout all of their training programmes. P&I seek to pro-actively tackle and eliminate discrimination.

### **2. Equality and diversity at P&I Training LTD**

At P&I Training LTD, we consider that equality means breaking down barriers, eliminating discrimination and ensuring equal opportunities and access for all groups and to goods and services.

We consider diversity to mean celebrating difference and valuing everyone. Each person is an individual with visible and non-visible differences and by respecting this everyone can feel valued for their contributions which is beneficial not only for the individual but for P&I Training LTD too.

We acknowledge that equality and diversity are not inter-changeable but inter-dependent. There can be no equality of opportunity if difference is not valued and harnessed.

### **3. Scope of policy**

The rights and obligations set out in this policy apply equally to all attendees or associates involved in any of P&I Training LTD's training programmes. Associates relates to visitors, contractors and 3<sup>rd</sup> partys with P&I involvement.

All attendees to training programmes have personal responsibility for the application of this policy. Prior to commencement of training all attendees will be given full access to this policy. It is the individual's responsibility to familiarise themselves with this policy, ensure that this policy is properly observed and fully complied with.

### **4. P&I Training LTD's commitment**

Every attendee is entitled to a training environment that promotes dignity, equality and respect for all. P&I Training LTD will not tolerate any acts of unlawful or unfair discrimination (including harassment) committed against an employee, contractor, trainee or visitor because of a protected characteristic: Those characteristics include

- sex;
- gender reassignment;
- marriage and civil partnership;
- pregnancy and maternity;
- race (including ethnic origin, colour, nationality and national origin);
- disability;
- sexual orientation;
- religion and or belief; and
- age.

All attendees will be encouraged to develop their skills and fulfil their potential and to take advantage of the training programme.

No form of intimidation, bullying or harassment will be tolerated. If you believe that you may have suffered discrimination because of any of the above protected characteristics, you should consider the appropriateness and feasibility of attempted informal resolution by discussion in the first instance with your line manager or another colleague in a relevant position of seniority. You may decide in the alternative to raise the matter through P&I Training LTD's complaints policy.

Allegations regarding potential breaches of this policy will be treated in confidence and investigated in accordance with the appropriate complaints procedure. P&I Training LTD will ensure that individuals who make such allegations in good faith will not be victimised or treated less favourably by P&I Training LTD as a result.

### **5. When does this policy apply?**

This policy applies to all conduct during the delivery of any training programme and/ or any correspondence which may impact on P&I Training LTD's reputation (e.g. the expression of views on social media, contrary to the commitments expressed in this policy, that could be linked to P&I Training LTD).

We set out below some specific areas of application:

## **6. Reasonable adjustment**

P&I Training commit to making reasonable adjustment wherever it is reasonably possible. Prior to any training sessions all attendees will have the opportunity to disclose and discuss any additional support they may require in order to enable them to undertake a full and active role in their training programme.

Individual plans of support will be discussed on disclosure of any additional needs identified. If additional needs have not been disclosed or an attendee does not wish to disclose them additional support will be offered at any time during delivery of any training programme. At the beginning of every training programme each attendee is offered the opportunity to absent themselves from any activity if they feel they cannot take part for any reason. P&I Training will offer support and guidance for any part of the training programme that is missed.

## **7. Complaints**

If any individual or organization believes they have not been treated fairly within the guidance of this policy, then they are advised to make a complaint following the P&I complaints policy. Alternatively any organization or individual can take their complaint to any external party or individual who they deem to be more appropriately placed to handle the complaint.