

EQUALITY POLICY

LEGISLATION

The Equality Act 2010 which became law on 1st October 2010 legislates that all organisations must have a clear statement of their Equality Policy in relation to equal opportunities and diversity in the workplace.

POLICY STATEMENT

1. THOROS, Centre for Therapy Learning, recognises that discrimination and victimisation is unacceptable and that it is in the interests of everyone involved in the Centre, both employees and students, to utilise the skills of the total workforce. It is the aim of the Centre to ensure that no person receives less favourable facilities or treatment (either directly or indirectly) in training, recruitment or employment, on grounds of age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex, or sexual orientation (the **protected characteristics**).
2. Our aim is that everyone involved with Thoros will be truly representative of all sections of society and each person feels respected and able to give of their best.
3. We oppose all forms of unlawful and unfair discrimination or victimisation. To that end the purpose of this policy is to provide equality and fairness for all in our employment.
4. All employees and students, whether part-time, full-time, temporary or voluntary, will be treated fairly and with respect. Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the Centre.
5. Our staff will not discriminate directly or indirectly, or harass students because of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation in the provision of the centre's services.
6. This policy and the associated arrangements shall operate in accordance with statutory requirements. 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.

OUR COMMITMENT

- To create an environment in which individual differences and the contributions of everyone involved in the Centre are recognised and valued.
- Every employee and student is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- Training, development and progression opportunities are available to all staff.
- To promote equality in the workplace which we believe is good management practice and makes sound business sense.
- 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.
- This policy is fully supported by the Centre's Principal and Vice-Principal and has been agreed with employee representatives.
- The policy will be monitored and reviewed annually

RESPONSIBILITIES OF MANAGEMENT

Responsibility for ensuring the effective implementation and operation of the arrangements will rest with the Principal and Vice-Principal who will ensure that they and their staff operate within this policy and arrangements, and that all reasonable and practical steps are taken to avoid discrimination. They will ensure that:

- Everyone involved with the Centre is made aware of the policy and the arrangements, and the reasons for the policy;
- grievances concerning discrimination are dealt with properly, fairly and as quickly as possible, with accurate records maintained.
- The Principal and Vice-Principal will be responsible for monitoring the operation of the policy in respect of employees, job applicants and students.

INDIVIDUAL RESPONSIBILITIES

Responsibility for ensuring that there is no unlawful discrimination rests with everyone involved at the Centre and their attitudes are crucial to the successful operation of fair employment practices. In particular, everyone should:

- comply with the policy and arrangements;
- not discriminate in their day to day activities or induce others to do so;
- not victimise, harass or intimidate anyone who has, or is perceived to have, one of the protected characteristics.
- ensure no individual is discriminated against or harassed because of their association with another individual who has a protected characteristic.
- inform the Principal/Vice-Principal if they become aware of any discriminatory practice.

THIRD PARTIES

Third-party harassment occurs where an employee of the organisation is harassed, and the harassment is related to a protected characteristic, by third parties such as occasional students. THOROS will not tolerate such actions against its staff, and the employee concerned should inform the Principal/Vice-Principal immediately this has occurred. THOROS will fully investigate and take all reasonable steps to ensure such harassment does not happen again.

RELATED POLICIES AND ARRANGEMENTS

All THOROS policies and arrangements have a bearing on equality of opportunity. The Centre's policies will be reviewed regularly and any discriminatory elements removed.

RIGHTS OF DISABLED PEOPLE

The Centre attaches particular importance to the needs of disabled people.

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

- make reasonable adjustments to maintain the services of an employee who becomes disabled, for example, training, provision of special equipment, reduced working hours. (NB: Directors are expected to seek advice on the availability of advice and guidance from external agencies to maintain disabled people in employment);

- include disabled people in training/development programmes;
- give full and proper consideration to disabled people who apply for jobs or study, having regard to making reasonable adjustments for their particular aptitudes and abilities to allow them to be able to do fulfil their role..

MONITORING

- THOROS deems it appropriate to state its intention not to discriminate and assumes that this will be translated into practice consistently across the Centre as a whole. Accordingly, these practices will be regularly monitored to ensure the effectiveness of the policy.
- If monitoring shows that the Centre is not representative, or that sections of our workforce are not progressing properly , then THOROS will address these issues. This will include a review of recruitment and selection procedures, organisation policies and practices as well as consideration of taking legal Positive Action.

GRIEVANCES/DISCIPLINE

Employees/students have a right to pursue a complaint concerning discrimination or victimisation via the organisation's Grievance Procedure.

Discrimination and victimisation will be treated as disciplinary offences and they will be dealt with under the centre's Disciplinary Procedure.

REVIEW

The effectiveness of this policy and associated arrangements will be reviewed annually under the direct supervision of the Principal/Vice-Principal.

Updated 01/09/15

