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SkillsReach Equality & Diversity Policy

Introduction - Equality and Diversity Mission:

SkillsReach is a business with a real passion for supporting business, communities and local economies to succeed through best investment in Skills, HR and Business Development. We firmly believe that diversity adds considerable value to SkillsReach and the wider community and this policy reflects that belief. As part of our core values, we aim to be inclusive and welcoming to a broad range of staff, clients and partners; fostering an ethos of mutual respect, trust and care. This applies across the board, but specifically to the ESF project, Employees Support in Skills 24-005 (ESF-2150 ITT-30117 Investment Priority: 2.1 Sector Skills Plans) to develop sector skills plans in New Anglia and our partnership with Bishop Grosseteste University in Greater Lincolnshire for Specialist Skills Advisory services.

We deliver a range of EU-funded projects and, although we are not learning providers and do not work with individual learners, we recognise the importance of the Equality Act 2010 and the related Public Sector Equality Duty and its aims of:

- Eliminating unlawful discrimination, harassment and victimization and other conduct prohibited by the Act
- Advancing equality of opportunity between people who share a protected characteristic and those who do not
- Fostering good relations, between people who share a protected characteristic and those who do not

Diversity Defined:

Diversity describes the wide range of visible and non-visible differences between people. Embracing those differences creates a successful business environment where everyone feels valued with their talents fully utilised.

Equality and Diversity Statement:

We are committed to:

1. Eliminating discrimination and actively promoting equality of opportunity
2. Providing a business environment that is welcoming, fair, open and inclusive, where prejudice, discrimination and harassment are not accepted



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3. Ensuring all employees, associates and clients (prospective and current) are treated equally and as individuals regardless of age, disability, caring responsibilities, ethnicity, gender reassignment, marital/civil partner status, nationality, pregnancy and maternity, race, religion or other belief, sex or sexual orientation, social/economic class or any other non-relevant differentiator
4. Removing or minimising disadvantages suffered by people due to their protected characteristics
5. Take steps to meet the specific needs of people from protected groups where these are different from the needs of other people
6. Encourage people from protected groups to participate in public life

7. As far as reasonably possible, making services fully accessible to disabled people

This statement applies to all employees, clients, participants, associates, suppliers and contractors. It covers all aspects of SkillsReach policy and practice; including employment, management, marketing and service delivery. Employees, clients and partners will be made aware of our policies and values via our website and induction training; and we will also work with other organisations to tackle discrimination, promote diversity and share good practice.

Responsibilities:

- All employees, clients and partners have a duty to co-operate with the business to ensure this policy, and its underpinning values, is championed, implemented and effective in embracing diversity; ensuring equal opportunities for all; and preventing direct and indirect discrimination and/or harassment
- Failure to comply with this policy may be treated as a disciplinary matter
- Serious breaches of this policy will be treated as gross misconduct and could render employees liable to dismissal
- Individuals may be held personally liable for acts of unlawful discrimination
- The SkillsReach Leadership team is responsible for policy review, implementation and the allocation of any resources to support this policy. All staff have a responsibility for day-to-day implementation

Monitoring, Review, Assessment and Action Planning:

Effective monitoring and review, through data analysis, legislative review and action planning allows us to ensure our business complies with legislation, embraces diversity and strives for equality for all. We welcome constructive feedback and suggestions for improvement from all



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parties. Such feedback will be considered by the Leadership team at the earliest opportunity. If you believe that SkillsReach needs to take action to address discrimination or embrace diversity, or if you would like to speak to someone confidentially, please contact SkillsReach Managing Director, Roy Harper who will welcome your feedback, concerns or suggestions.

The Equality and Diversity Policy will be formally reviewed by the SkillsReach Leadership team at least every three years and more often where circumstances necessitate such a review.

Endorsed by: Roy Harper – Managing Director - SkillsReach

Signature:

A handwritten signature in black ink, appearing to be "Roy Harper", written over a horizontal line.

Date: 06.07.2018