



Brighter Horizons Training and Development

Policy document - Equal Opportunities Equality, Diversity and Inclusivity Policy

1. Introduction

Brighter Horizons Training is committed to providing an inclusive environment where equality, diversity and inclusivity (EDI) are at the heart of everything we do. We believe that learners, apprentices, staff, employers, and partners all have the right to be treated fairly, with dignity and respect.

Our aim is to:

- Eliminate unlawful discrimination.
- Advance equality of opportunity for all.
- Foster good relations across all protected characteristics and the wider community.

We recognise and value the diversity of our workforce and learner community, and we are committed to ensuring that opportunities for apprenticeships, post-16 learning, and employment are accessible, inclusive, and fair.

This policy applies to all learners, apprentices, staff (permanent, temporary, part-time), volunteers, contractors, and employers engaged with Brighter Horizons Training.

2. Our Commitment

Brighter Horizons Training will:

- **Promote dignity and respect:** Ensure all staff and learners are entitled to an environment free from intimidation, bullying, harassment, or victimisation. Concerns will be addressed promptly in line with our Bullying & Harassment, Complaints, and Whistleblowing procedures.
- **Recognise and value diversity:** Celebrate and respect individual differences, recognising the contributions everyone brings.
- **Provide fair access to opportunities:** Ensure recruitment, selection, promotion, training, and progression are based solely on aptitude and ability.



Brighter Horizons Training and Development

- **Engage with our community:** Use a wide range of platforms (website, social media, careers fairs, community events) to ensure inclusivity in outreach, recruitment, and engagement.
- **Support learners and staff:** Make reasonable adjustments to remove barriers to learning or work, enabling everyone to fulfil their potential.
- **Promote inclusive teaching and learning:** Ensure our curriculum, resources, and assessment practices are accessible and representative.
- **Hold partners accountable:** Require employers and external partners to align with our EDI principles when working with us to recruit and support apprentices.
- **Encourage active citizenship:** Inspire learners to contribute positively to their communities, promoting social inclusion and economic wellbeing.

3. Implementation

- EDI principles are embedded into our **policies, procedures, and practices**, including recruitment, training, safeguarding, and complaints.
- All staff and learners receive **EDI awareness training** at induction and through ongoing professional development.
- A **designated senior leader** has responsibility for overseeing the effective implementation of this policy.
- Monitoring and evaluation are carried out annually through:
 - Staff, learner, and employer questionnaires.
 - Qualitative and quantitative data analysis.
 - Review of recruitment and retention practices.
- Outcomes of reviews are used to continuously improve practice.

4. Responsibilities



Brighter Horizons Training and Development

- **Senior Management Team:** Ensure this policy is implemented, resourced, and reviewed.
- **Managers, Tutors, Assessors, and Support Staff:** Promote EDI within their practice and challenge inappropriate behaviour.
- **Learners and Apprentices:** Treat others with dignity and respect, actively supporting an inclusive environment.
- **Employers and Partners:** Uphold and support the principles of this policy in their engagement with Brighter Horizons Training.

5. Breach of Policy

Failure by staff to comply with this policy is considered a disciplinary offence and will be managed under Brighter Horizons Training's disciplinary procedure. Breaches by learners or apprentices will be addressed under our learner disciplinary procedures.

Concerns raised about employer practice will be investigated and may result in the termination of partnership arrangements.

6. Review and Communication

- This policy is reviewed annually or sooner if required by legislation or organisational change.
- It is communicated through induction sessions, staff training, the company website, and learner handbooks.
- Results from annual evaluations and feedback are published internally and used to drive improvement.



Page 4 of 4

Brighter Horizons Training and Development

This policy was devised by

Mobius Partners Limited T/A Brighter Horizons Training

| Date | By Whom | Summary of Update | Date to be reviewed |
|-----------|-----------------|---|---------------------|
| Sept 2021 | Jenny Rollinson | <ul style="list-style-type: none">• Devised & implemented | Sept 2022 |
| Sept 2022 | CJ Silverlock | <ul style="list-style-type: none">• No changes | February 2023 |
| July 2023 | CJ Silverlock | <ul style="list-style-type: none">• No Changes Needed | July 2024 |

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| July 2024 | Sam Page | <ul style="list-style-type: none">• No Changes Needed | July 2025 |
| Sept 2025 | Sam Page | <ul style="list-style-type: none">• Updated terminology and added breach procedures, commitments and responsibilities | Sept 2026 |