

Equal Opportunities and Diversity Policy

Introduction

This policy is aimed at our centres and learners, who are delivering/enrolled on or have taken a BCS approved qualification or unit.

It sets out our intention to deliver a service and range of qualifications that are fair, accessible and do not include any unnecessary barriers to entry.

Centre & associated third party responsibility

It is important that your staff involved in the delivery of our qualifications and your learners are fully aware of the contents of the policy (eg via their induction when first embarking on BCS qualifications).

Review arrangements

We will review the policy annually and revise it as and when necessary in response to customer and learner feedback, changes in our practices, actions from the regulatory authorities or external agencies or changes in legislation.

If you would like to feedback any views please contact us.

Areas covered by the policy

- **BCS staff**

BCS will provide equality training and guidance as appropriate to our staff; including as part of staffs induction training as well as further on-going courses as identified via our internal staff performance review arrangements.

- **Qualification Development**

BCS will ensure that there are no features that could disadvantage any groups of learners that share a particular characteristic or barriers to entry other than those directly related to the purpose of the units or qualifications. The nature of any such features or barriers will be stated and the inclusion of the requirements that create the barrier justified in terms of why they are required for the particular unit or qualification.

- **Centres & associated third parties**

BCS expects its centres to enable learners to have equal access to training and assessment for qualifications irrespective of their sex, marital status, age, religion, colour, race, nationality or ethnic origin or disability. Assessment must similarly be undertaken without discrimination. Centres are required to have in place a policy to ensure that such discrimination does not occur either directly, indirectly or as a result of pressure from other bodies. This policy should apply to all satellite/associated venues and there should be arrangements in place to monitor its application and effectiveness.

Where complaints relating to issues of inequality cannot be satisfactorily resolved by the centre, learners must be made aware of their right to appeal to BCS via the arrangements outlined in our Enquiries and Appeals Policy.

Monitoring the success and relevance of our arrangements

BCS is committed to complying with all current and relevant legislation and, which at the time of writing includes, but is not limited to the Equality Act 2010 and Northern Ireland Equality Law.

As part of the learner registration and certification processes for qualifications and units BCS may collect information on diversity, requests for special considerations, access arrangements and feedback from learners, centres and other stakeholders.

All relevant issues identified that suggest that our provision or services may have unnecessarily impacted on learners will be reported back to our Service Delivery Manager who will be responsible for ensuring that relevant staff introduce, as appropriate, amendments to provision and/or services where necessary and in accordance with our documented procedures for developing and reviewing units and qualifications.

Details of our ongoing reviews will be made available to the qualification regulators upon request.