



**Issue Date:** March 2019

**Review Cycle (Years):** 3

**Next Review Date:** March 2028

**Person Responsible:** Centre Manager

## DIVERSITY AND EQUALITY POLICY

### 1. PURPOSE

This policy aims to ensure that unlawful or unfair discrimination, whether direct or indirect, is eliminated both in access to and assessment of its qualifications and that equality of opportunity is promoted. Where it is reasonable and practical to do so, it will take steps to address identified inequalities or barriers that may arise.

### 2. INTRODUCTION

CMBD Ltd is committed to eliminating discrimination and encouraging diversity. This policy is to provide equal opportunities and will also take every action possible to avoid discrimination on the grounds including gender, marital status, colour, age, racial origin, creed, nationality, disability or social background.

### 3. SCOPE

This policy applies to all CMBD Ltd staff and associates.

### 4. QUALIFICATIONS

CMBD Ltd aims to ensure that unlawful or unfair discrimination, whether direct or indirect, is eliminated both in access to and assessment of its qualifications and that equality of opportunity is promoted. Where it is reasonable and practical to do so, it will take steps to address identified inequalities or barriers that may arise.

CMBD Ltd will consult as appropriate with relevant Learners and/or their representatives to ensure that there are no barriers to entry to units and qualifications it develops and/or offers. The nature of any barriers will be stated and the inclusion of the requirements that create the barrier justified only and explicitly in terms of the integrity of unit or the qualification. Any details of how the effect of any barriers will be mitigated, including using access arrangements, including reasonable adjustments, will also be recorded, as required.

Access to and progress in CMI qualifications shall be connected solely with individuals' merits, abilities and potential. CMBD Ltd will monitor and review its diversity and equality policy. Records must be available to the Quality Manager upon request, this will also be a standard item on the agenda for all team and standardisation meetings.

Contact the Quality Manager for advice on how to build on best practice, especially concerning Learners with assessment requirements. The Quality Manager will monitor the impact of the Centre's diversity and equality policies and practice on Learner registration and completion.

update the complainant every 10 working days.

**Note: This policy should be read in conjunction with to the CMBD Reasonable Adjustments Procedure.**