

What is equality?

Equality is the quality or state of being equal; of knowing and understanding that everybody's value is the same and, by extension, treating them equally.

Heart of England Training is an equal opportunities employer. Our policy aims to ensure that no job applicant, employee or learner receives less favourable terms on the grounds of:

Age
Disability
Gender reassignment
Marriage/Civil Partnership
Pregnancy and maternity
Race
Religion or belief
Sex
Sexual orientation



What is diversity?

Diversity refers to all the characteristics that make people different from each other. Heart of England Training recognises the variance of all individuals and uses this wealth to promote and improve our commitment to equality, diversity and inclusion.

What is inclusion?

The term 'inclusion' is a universal human right and aims to embrace all people; irrespective of race, gender, disability, medical or other need. It is about equal access and opportunities, and getting rid of discrimination and intolerance.

A guide for employers:

We trust that you share our commitment to equality, diversity and inclusion, including:

- Adhering to the Equality Bill and new legislation
- Demonstrating your commitment to equality, diversity and inclusion in the workplace through a clearly publicised statement
- Ensuring equality, diversity and inclusion in selection, recruitment, and learning activities
- Ensuring that learners are treated fairly and equally
- Ensuring that learners are not bullied, harassed, or made to feel unwelcome in the workplace
- Explaining to learners what to do if they have any complaints about the way they are treated
- To download our policy visit: www.hoet/employer-services.asp

Heart of England Training offer employers free legal advice workshops. Please see our website for further information.



A guide for learners:

Your exciting journey with Heart of England Training will be guided from the beginning...

Interview - exchange of information.



Initial assessment - to determine the individual training programme.



A taster day - a chance to experience a day in the life of a Heart of England Training learner.



Support measures - where relevant, there are available: Basic Skills tutors, champions in Maths and English and in Equality, Diversity and Inclusion, external expertise, and access to information and guidance. Some training programmes offer 'Care to Learn', EMA, Hardship Fund, and travel expenses.



Learner involvement strategy - reviews, tutorials, questionnaires, freephone numbers, mobile text messages, website, 'Your Voice' forms, and focus groups.



Extra curricular activities - 'Every Learner Matters' trips, events and activities available to all learners.



A learner's view

'I may be your spouse, your parent, your offspring, your friend, or your colleague. If you will allow me any of my own wants, or emotions, or beliefs, or actions, then you open yourself, so that someday these ways of mine might not seem so wrong, and might finally appear to you as right—for me. To put up with me is the first step to understanding me. Not that you embrace my ways as right for you, but that you are no longer irritated or disappointed with me for my seeming waywardness. Then in understanding me, you might come to prize my differences from you, and far from seeking to change me, preserve and even nurture those differences.'

Extract taken from 'Please Understand Me' by David Keirsey and Marilyn Bates.

We are interested in your views. Please let us know if you any suggestions or feedback regarding equality, diversity and inclusion.



Useful contacts

For further information and support, please contact our **Heart of England Training Equality, Diversity and Inclusion**

leads:

Lynette Crane: 07841 604084

Rachel Timms: 07921 700932

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For information on the Equality Bill: www.equalities.gov.uk/equality-bill.aspx

You may also want to contact the following organisations for further employment information, advice and guidance:

www.equalityhumanrights.com

www.acas.org.uk

www.worksmart.org.uk

www.dti.gov.uk

www.apprenticeships.org.uk

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Heart of England Training Ltd

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Equality, Diversity and Inclusion



'Heart of England Training Ltd is committed to the elimination of both direct and indirect discrimination. Heart of England Training Ltd continuously seeks to actively implement positive policies to promote equality of opportunity.'