

ABMA Equal Opportunities and Diversity Policy

Introduction

This policy is aimed at our customers, including learners, who are delivering/enrolled on or have taken an ABMA Ltd (hereafter 'ABMA') programme. 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 responsibility

It is important that any centre staff involved in the delivery of ABMA programmes, and the learners, are fully aware of the contents of the policy (e.g. via their induction when first embarking on an ABMA programme(s)).

Review arrangements

We will review this policy annually and revise it as and when necessary in response to customer and learner feedback, lessons learned, changes in ABMA practices, actions from external agencies or changes in legislation.

If you would like to feed back any views please contact us via the details provided at the end of this policy.

Areas covered by the policy

ABMA staff

We commit to incorporating specific and appropriate duties in respect to implementing the Equal Opportunities and Diversity Policy into job descriptions and work objectives of all staff.

We will provide equality training and guidance as appropriate to our staff; as part of staffs' induction training as well as further ongoing courses as identified via our internal staff performance review arrangements.

Qualification development

We will ensure that there are no barriers to entry to the programmes that we develop and deliver and/or offer for disabled people, for women or men, or people from different racial groups, other than those directly related to the integrity of programme content. 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 the content of the programme. Any details of how the effect of any barriers will be mitigated, including using access arrangements, including reasonable adjustments, will be recorded in accordance with our programme development arrangements. Please refer to our Reasonable Adjustments and Special Considerations Policy.

Centres

We expect our centres to enable learners to have equal access to training and assessment for our programmes irrespective of their sex, marital status, age, religion, colour, race, nationality, 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 satellites and there should be arrangements in place to monitor its application and effectiveness.

If a centre needs to implement a reasonable adjustment or special consideration for a learner, they should refer to the ABMA Reasonable Adjustment and Special Considerations Policy.

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 ABMA via the arrangements outlined in our Appeals Policy.

Monitoring the success and relevance of our arrangements

We are 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.

As part of the learner registration and certification processes, we may collect information¹ on diversity, requests for special considerations, access arrangements and feedback from learners, centres and other stakeholders. All relevant issues identified that suggests that our provision or services may have unnecessarily impacted on learners will be reported back to our Compliance Department 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 all programmes.

Details of our ongoing reviews will be made available to the programme Accreditation Bodies upon request.

¹ All data collected will be kept and stored in line with GDPR requirements. Please see our Privacy Policy for more details.

Contact us

If you have any queries about the contents of the policy, please contact our Compliance Department at:

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