Developing the Future

Equality, Diversity and Inclusion Policy

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The UK's new gold standard for tech education, continually developed
by industry-led peers to better discover, develop and supply tech's new talent to
ambitious, socially conscious companies.

The purpose and scope of this policy

The Coders Guild is committed to a policy of Equality, Diversity and Inclusion which respects the identity rights and values of each individual and opposes all direct and indirect discrimination within the organisation and that of its stakeholders. We believe everyone is entitled to access and work in a safe working and learning environment which promotes dignity and respect at all times.

The Coders Guild understand that it is unlawful to discriminate against anybody on the grounds of age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief (or no belief); sex; or sexual orientation. This also includes discriminating against trans people (transphobia) and/or bisexuals (biphobia). This policy details The Coders Guild's approach to introducing, educating and promoting this policy to all apprentices, staff and stakeholders but also how it intends to ensure it complies with all relevant legislation during its own recruitment and service provision. .

Objectives

By committing to an equalities approach The Coders Guild recognises that an individual's social identity can impact on life and educational experience. By Acknowledging diversity The Coders Guild focuses sees the value in which each individual brings be it of our apprentices, staff, or stakeholders and the ways in which these can enrich the organisation at all levels. By being an inclusive organisation we are committed to taking action to remove barriers to participation in learning and learning and supports individuals by eliminating discrimination and advancing equality and opportunities.

The Coders Guild will:
- actively challenge stereotypes, prejudiced attitudes and unfair discriminatory behaviour;
- commit to inclusive education which enables and supports all students to develop their full potential;
- commit to the positive development of all staff;
- being accountable for compliance with this policy on behalf of all staff, apprentices and stakeholders;
- deliver equality and diversity throughout organisational policies, procedures, practice and training to develop an ethos which respects and values all people;
- challenge discrimination and lack of opportunity and encourage other organisations and individuals to do the same to actively promote equality of opportunity;
- create a culture that respects and values an individual's differences and recognises that difference/diversity is an asset to our organisation both to its work and the people it serves;
- eliminate all forms of unfair discrimination, bullying, harassment or other oppressive behaviour. No form of intimidation, bullying or harassment will be tolerated;
- take positive action to provide encouragement and support to individuals and groups whose progress has been limited by stereotyping and cultural expectations and to prepare learners for life in a diverse society;
- ensure all employees, volunteers, learners and collaborative partners are aware and encouraged to support the objectives of this policy;
- promote good relations amongst people within the organisations community and the wider communities within which we work;
- do our best to remove barriers which limit or discourage access to The Coders Guils's training provision and activities;

- monitor the implementation, set targets for improvement and evaluate the impact of equality and diversity action.

The Equality Act 2010

The main pieces of legislation which apply to Equality, Diversity and Inclusion are the Equality Act 2010 and The Human Rights Act 1998. The majority of the Equality Act provisions became law in October 2010. It replaces over 116 separate pieces of legislation into one single Act and ensures consistency in what organisations need to do to make the workplace a fair environment and to comply with the law.

The Act is intended to provide a legal framework to protect the rights of individuals and advance equality of opportunity for all, preventing discrimination law and protecting individuals from unfair treatment and promotes a fair and more equal society. Some of the older laws such as the Disability Discrimination Act can still be relevant, although generally the Equality Act includes and updates most of the older legislation.

Most of the law has remained the same; however there are a few significant changes:

Protected Characteristics

The key strands of age, religion or belief, disability, race, sex, sexual orientation, gender reassignment (a new definition under the act), marriage and civil partnership and pregnancy and maternity are now known as Protected Characteristics.

Types of Discrimination

There are now seven different types of discrimination:

- Direct discrimination, indirect discrimination, victimisation and harassment remain. However, direct discrimination and indirect discrimination have been extended to cover disability, sex and gender reassignment. With victimisation and harassment, the victim now just needs to prove that they have been treated badly.
- Associative discrimination is discrimination through direct discrimination against someone with a protective characteristic (i.e. a worker overlooked for a promotion because they have a disabled child who the employer believes will take up the worker's time).
- Harassment by a third party is where an employee or member of the public is harassed by someone not directly employed by the company such as a contractor.
- Discrimination by perception is discrimination against someone who is believed to have a protected characteristic, even if they in fact don't. Disability related discrimination is no longer listed as a distinct type of discrimination.

Disability

The test determining disability has changed under the act to include a person who has difficulty carrying out their day-to-day work, rather than just a particular impairment affecting a certain ability such as hearing or eyesight. Employers are generally no longer able to ask questions about health or disability before offering a job.

Employment

Employees are now free to discuss their salary with each other and trade union representatives.

Carers

Associative discrimination type is particularly pertinent for carers. Furthermore, direct discrimination and harassment of a carer because they care for a disabled person are now banned when the carer shops for goods or services and when they use public facilities.

Transexuals

Under the act, a transexual person no longer has to show that they are under medical supervision to qualify for protection from discrimination.

Clubs and associations

Discrimination laws for clubs member selection, have now been extended to include sex, religion or belief, the fact that you are a transexual or if you have a baby or are pregnant.

Charities

Charities which only benefit members of the same religion, racial group or sexual orientation must now demonstrate that they are doing so in a fair, balanced and reasonable way with a legitimate objective in mind.

Breast feeding

The act makes it unlawful for someone breastfeeding to receive less favourable treatment whilst receiving services. For example a breastfeeding mother could not be asked to leave a public cafe.

Dual Discrimination

Claims can now be made for 'dual discrimination', where two protected characteristics have been discriminated against. Previously each discrimination would have been considered separately.

The full act can be found at: http://www.legislation.gov.uk/ukpga/2010/15/contents

Roles and Responsibilities

The Director of The Coders Guild Ltd is responsible for ensuring:

- the Coders Guild implements and follows this policy and related policies meeting its legal responsibilities;
- a consistent and high-profile lead on equality and diversity;
- the promotion of equality and diversity inside and outside the training organisation;
- robust policies and procedures are in place to comply with all applicable legislation;
- the organisation implements its equality and diversity policies and codes of practice;
- that all staff and learners know their responsibilities and receive the necessary support and training;
- relevant procedures and actions are followed in cases of unfair discrimination, harassment or bullying
- collecting baseline data produced from the entry point of of learners with disabilities and in respect of staff recruitment and career progression;
- this policy is reviewed on an annual basis;
- they are up-to-date with equality law by participating in equality and diversity training.

All staff members, Lead Trainer and Training Associates at The Coders Guild Ltd are responsible for:

- supporting the Director in ensuring that this policy is effective and promotes equality, diversity, and inclusion avoiding unfair discrimination;
- challenging, reporting and analysing any incidents of unfair discrimination, racial, sexual or other stereotyping perpetrated by other staff, apprentices or stakeholders,
- collecting information such as requests for support from a variety of sources such as: apprentice reviews, client / staff / apprentice questionnaires, suggestions from suggestion boxes and training feedback.

Apprentices are responsible for:

- participating in equal opportunity and diversity training at induction and when required;
- respecting others in their language and actions;
- having an input into policy amendments;
- reporting instances of unfair discrimination, or racial, sexual or other stereotyping to the Lead Trainer or Training Associates;
- implementing the Company's equality and diversity policies and codes of practice.

Policy in action

Commitments to Staff

Recruitment and Selection:

The Coders Guild will ensure that no member of staff, irrespective of their type of contractual relationship, will receive less favourable treatment on the grounds of their protected characteristics. The commitment to Equality, Diversity and Inclusion underpins our Safer Recruitment Policy. By the application of training and monitoring, The Coders Guild is committed to ensuring that these recruitment and promotion procedures are kept constantly under review in order to ensure that individuals are selected for interview and appointed to posts on the basis of their ability to do the job required. The Coders Guild will use objective, job-related criteria when making decisions on recruitment, remuneration, training, promotion and termination of employment. Where possible barriers to equality of opportunity will be identified and positive action taken to address them by for example, targeted training and development.

Delivering Inclusive Environment:

The Coders Guild will provide an inclusive environment that promotes equality of opportunity and diversity and is free from unlawful discrimination, harassment or victimisation of any kind. The Coders Guild will engage in disciplinary action against both staff and apprentices who have breached this policy, with serious breaches being potentially treated as gross misconduct and could render the staff member liable to dismissal.

Promoting this policy:

The Coders Guild is committed to ensuring promotional and teaching materials present appropriate and positive images relating to all the dimensions of diversity and equality. The Director will ensure the Training Lead and Training Associates have access to comprehensive information to assist them in planning, putting into practice and monitoring their responsibilities under the Equality, Diversity and Inclusion Policy. All staff will understand how to respond positively and competently when issues relating to equality, diversity and inclusion are discussed.

Commitment to all learners

Recruitment, Selection & Training:

This policy will be utilised when recruiting apprentices ensuring everyone has the ability to participate and have opportunities to achieve their potential. The Coders Guild also ensures and promotes equality through teaching and learning as well as in the selection, enrolment, assessment and progression of students.

The Coders Guild will provide appropriate student support and guidance which reflects the diversity of students' needs both pre-entry and on-course via information provision and training. This means that no student will receive less favourable treatment on the basis of their protected characteristics and promotes respect for all people and ensures that all apprentices know how to raise complaints and who they can direct them to.

Support and guidance for students will be linked to their particular needs. Selection, assessment and progression will be kept under review to ensure that individuals are selected and treated only on the basis of their relevant merits and abilities by monitoring from a baseline and reviewing annually as a minimum.

Where particular groups are significantly under-represented, The Coders Guild will seek to identify the cause and to take positive action by monitoring the profile of entrants to their programmes. This will provide the Coders Guild with information to identify the nature and cause of significant under-representation within their apprenticeship intake and develop recruitment policies designed to attract groups that are currently underrepresented.

Delivering Inclusive Environment:

The Coders Guild will provide an inclusive environment that promotes equality of opportunity and diversity and is free from unlawful discrimination, harassment or victimisation of any kind. The Coders Guild will engage in disciplinary action against both staff and apprentices who have breach this policy, with serious breaches being potentially treated as gross misconduct and could render the apprentice liable to being dismissed from their workplace or the course. .

Additional Support

The Coders Guild will offer additional support to apprentices to ensure equality of provision (Equality Act 2010). This includes offering additional learner support (including one to ones), adaptive equipment (such as adapted keyboards, mice and magnifiers) and other specialist support deemed necessary for the learner to access their learning without discrimination.

The Director is responsible for monitoring and developing the processes and procedures for additional support and providing clear information to staff so that they are able to access this support for apprentices in their places of work.

Policy Design and Dissemination

The Coders Guild plans to achieve the commitments in this policy by training all staff and apprentices in Equalities, Diversity and Inclusion at induction and via online resources. A copy of this policy will be available in induction packs and also available online. All staff, apprentices and stakeholders will be made aware of any changes to this policy as soon as these are made. Staff, apprentices and stakeholders will be consulted to input into the development and review of this policy and have the opportunity to give feedback via the Training Associates and Training Lead via multiple avenues such as: apprentice/staff reviews, client/apprentice/ staff questionnaires, suggestions from suggestion boxes and training feedback.

Disclosure Procedure

Every staff member, apprentice and stakeholder has a duty to report instances regarding the unfair or negative treatment and acts of discrimination, either direct or indirect, by any other individual either to themselves or to others. This can be achieved informally by speaking with, or writing to the Director. If, having raised a complaint, you feel that it has not been adequately resolved you can formalise your complaint by following the Complaints and Compliments Policy.

ESF Skills for Growth

This policy also applies to the Greater Manchester Combined Authority (GMCA) ESF Skills for Growth programme: https://greatermanchester-ca.gov.uk/what-we-do/work-and-skills/skills-for-growth/