

escalla Limited Equal Opportunity Policy

At escalla Limited, we are committed to promoting a culture of equality, diversity, and inclusion. We believe that all individuals, regardless of their background or characteristics, should have equal access to opportunities and be treated with dignity and respect. This policy outlines our commitment to ensuring that equality of opportunity is embedded in everything we do, from recruitment to service delivery and training.

1. Purpose

The purpose of this policy is to:

- Ensure that all individuals have equal access to training, development, and employment opportunities.
- Promote fairness, respect, and inclusion throughout all aspects of our business.
- Prevent discrimination and promote equality of opportunity within escalla Limited.
- Create an environment where diversity is valued, and all individuals feel supported.

2. Scope

This policy applies to:

- All employees, trainers, and volunteers of escalla Limited.
- All learners, clients, and stakeholders engaging with escalla Limited training programs or services.
- Any third parties who may interact with or provide services to escalla Limited learners.

This policy applies to all aspects of our operations, including:

- Recruitment and hiring processes.
- Training and development opportunities.
- Promotion and career advancement.
- Delivery of training and services.
- Learner support and assessment.

3. Equal Opportunities Statement

escalla Limited is committed to ensuring that no individual is treated less favourably because of their:

- Age
- Disability
- Gender reassignment
- Marriage or civil partnership status
- Pregnancy or maternity
- Race (including colour, nationality, ethnic or national origin)
- Religion or belief

- Sex
- Sexual orientation
- Any other characteristic protected under the Equality Act 2010

We aim to ensure that our workplace, services, and learning environments are free from discrimination, harassment, and bullying. We will strive to create an environment where all individuals can work and learn without fear of discrimination, and where they are encouraged to reach their full potential.

4. Responsibilities

- **Management:** Senior managers at escalla Limited are responsible for ensuring the implementation and monitoring of this Equal Opportunity Policy. They are also responsible for promoting a culture of inclusivity and taking appropriate action in the event of a breach of this policy.
- **Employees and Trainers:** All employees and trainers are expected to uphold the principles of this policy. This includes treating all individuals with respect, valuing diversity, and reporting any instances of discrimination, harassment, or bullying.
- **Learners:** Learners are expected to comply with the principles of equality and diversity in their interactions with fellow learners and staff. Any complaints of discrimination, harassment, or bullying should be reported as outlined in the complaints procedure.

5. Recruitment and Selection

We are committed to ensuring that all recruitment processes are fair and transparent. We will:

- Ensure that recruitment advertising and job descriptions are inclusive and free from bias.
- Provide equal consideration for all candidates based on their skills, qualifications, and experience.
- Provide reasonable adjustments for candidates with disabilities during recruitment processes.
- Monitor recruitment and selection practices to ensure compliance with this policy.

6. Training and Development

We are committed to providing equal access to training and development opportunities for all staff and learners. We will:

- Provide equal access to development and promotion opportunities based on merit and ability.
- Ensure that training materials and resources are accessible to all individuals, including those with disabilities.
- Provide necessary support, such as reasonable adjustments, to ensure that learners and staff can fully participate in training.

7. Harassment, Bullying, and Discrimination

escalla Limited will not tolerate any form of harassment, bullying, or discrimination, including but not limited to:

- Verbal or physical abuse based on any protected characteristic.
- Unwelcome jokes, comments, or conduct related to someone's identity or characteristics.
- Exclusion or marginalisation based on protected characteristics.

Any individual who experiences or witnesses discrimination, bullying, or harassment is encouraged to report the issue in line with our Complaints Policy. All complaints will be taken seriously and investigated promptly.

8. Reasonable Adjustments

We are committed to ensuring that learners and employees with disabilities are given equal access to opportunities and are not disadvantaged in their training or work. Where necessary, we will provide reasonable adjustments to:

- The learning environment.
- Training materials.
- Assessment methods.
- The recruitment and interview process.

9. Monitoring and Evaluation

To ensure the effectiveness of this policy, escalla Limited will regularly monitor and evaluate our recruitment, training, and service delivery practices. This includes:

- Regularly reviewing recruitment data to ensure diversity and inclusion in our workforce and learner base.
- Conducting surveys and feedback sessions to assess how well we are meeting the needs of all learners.
- Reviewing complaints and incidents of discrimination to identify trends and take corrective action.

We will also review this policy regularly to ensure that it remains in line with current legislation and best practices.

10. Raising Concerns

If any individual feels that they have been treated unfairly, discriminated against, or harassed, they should raise a concern in accordance with our Complaints Policy. Complaints will be taken seriously, and any necessary actions will be taken to address the issue.

11. Contact Information

If you have any questions about this policy, or if you wish to raise a concern or complaint, please contact:

- Email: info@escalla.co.uk
- Phone: 020 3941 4100
- Postal Address: escalla Limited, 170 Shepherdess Walk, London, N1 7JL