

POLICIES AND PROCEDURES

EQUAL OPPORTUNITIES POLICY

1.1 Introduction

This policy involves enabling access for people who have differing individual requirements as well as eliminating arbitrary and unnecessary barriers to learning. In addition, this policy ensures that students with and without disabilities are offered learning opportunities that are equally accessible to them, by means of inclusive qualification design.

1.2 Purpose

- Ensuring qualifications are accessible to the learners taking our qualifications
- Ensuring equality of opportunity for learners to access our internal assessments
- Ensuring fairness in our application of access arrangements
- Ensure we fulfill our duties under any equalities legislation relevant locally

1.3 Procedure

In order to do this, the centre will:

- Always consider a request relating to access to qualifications that we receive, except where acceptance of the request is not logistically possible or where acceptance would undermine the criteria for the assessment.
- Monitor and review of equality throughout the process of recruiting and certification of learners.
- Examine and monitor data relating to candidate achievement in order to detect and mitigate accidental bias.
- Strive to improve the accessibility of customer-facing IT systems, or to introduce new systems.
- Fulfill obligation to meet the access arrangements requested for our learners in a way that does not disadvantage either them or their peers
- Have an effective and inclusive appeals procedure

This policy will be reviewed annually and when any relevant changes in the corresponding regulations appear.