



EQUALITY AND DIVERSITY POLICY

This policy sets out the approach of the Independent Funeral Directors College to equality and diversity.

The College is committed to promoting equality and diversity and promoting a culture that actively values difference and recognises that people from different backgrounds and experiences can bring value to the College.

The College considers that equality means breaking down barriers, eliminating discrimination and ensuring equal opportunities and access to training.

The College aims to be an inclusive organisation, committed to providing equal opportunities throughout, including the election of Governors, the appointment of Trainers, Assessors and Internal Quality Assurers, Administration Staff and the development of Students.

The College offers training in all practical aspects of Funeral Directing and its associated administration irrespective of any protected characteristic as defined by the Equality Act 2010, i.e. sex, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including ethnic origin, colour, nationality and national origin), disability, sexual orientation, religion and or belief and age. Every student is entitled to a learning environment that promotes dignity, equality and respect for all.

The College will not tolerate any acts of unlawful or unfair discrimination committed against a Governor, Trainer, Assessor, Internal Quality Assurer, Administration Staff member or Student because of a protected characteristic. No form of intimidation, bullying or harassment will be tolerated.

If you believe that you may have suffered discrimination because of any of the above protected characteristics, you should consider the appropriateness and feasibility of attempted informal resolution by discussion in the first instance with the College Chairman or the Director of Education. You may decide, as an alternative, to raise the matter through the College's complaints and whistleblowing policy. Allegations regarding potential breaches of this policy will be treated in confidence and investigated in accordance with the appropriate procedure. The College will ensure that individuals who make such allegations in good faith will not be victimised or treated less favourably by the College as a result.

There are various types of discrimination prohibited by this policy. The main types are:

- Direct discrimination which occurs where one person is treated less favourably than another because of a protected characteristic set out in this policy. Other types of direct discrimination are associative discrimination and perceptible discrimination.
- Indirect discrimination which occurs when an unjustifiable requirement or condition is applied which appears to be the same for all but which has a disproportionate, adverse effect on one group of people. This is discrimination even though there was no intention to discriminate.
- Victimisation which applies where someone is treated less favourably than others because they have asserted legal rights against the IFD College or have assisted a colleague in doing so.
- Harassment is unwanted conduct related to a relevant protected characteristic which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual. It is important to remember that it is not the intention of the harasser but how the recipient perceives their behaviour which determines whether harassment has occurred.

This policy applies to all conduct at all locations where training or assessments are provided by the College and also to conduct related to the College (e.g. at meetings and social interactions with colleagues) or which may impact on the College's reputation (e.g. the expression of views on social media, contrary to the commitments expressed in this policy, that could be linked to the College).

The rights and obligations set out in this policy apply equally to all Governors, Trainers, Assessors, Internal Quality Assurers, Administration Staff and Students. All those engaged with the College have personal responsibility for the application of this policy.

Copies of this policy will be available on the College website and will be drawn to the attention of all new Governors, Trainers, Assessors, Internal Quality Assurers, Administration Staff and Students who are expected to read and familiarise themselves with it.

This policy was approved by the IFD College Governors on 1st December 2018

Review date December 2021