

# Equal Opportunities and Diversity Policy

## Introduction

This document sets out Sports Leaders UK equal opportunities and diversity guidance and is aimed at Qualification Centres, learners/delegates\* and all interested parties who encounter a direct or indirect service from Sports Leaders UK as part of a qualification or award.

\*The definition of a learner/delegate is an individual who is registered onto a Sports Leaders UK qualification or award.

## Review arrangements

We will review the policy and its associated procedures annually as part of our self-evaluation arrangements and revise it as and when necessary in response to customer, learner or regulatory feedback and any trends that may emerge in the subject matter of complaints received.

If you would like to provide any feedback please find our contact details below.

## Sports Leaders UK commitments

Sports Leaders UK will:

- Ensure that access to learning opportunities and assessment is open to all learners/delegates without compromising the integrity of the qualifications.
- Ensure content of all written information including assessment materials and tutor resources are non-discriminatory and free from social and racial bias or stereotypical wording.
- Monitor promotional materials for the use of potentially discriminatory language or bias and promote positive images of any under-represented groups of learners/delegates.
- Publish its appeals procedure, and acknowledge and investigate all complaints
- Monitor the application of its policy on reasonable adjustments to ensure that this is achieving its objective of providing all learners/delegates with equal access to fair assessment.
- Ensure that the monitoring data on ethnicity, gender, age and disability in relation to learners/delegates is carried out in line with current data protection law.

Sports Leaders UK will ensure that its qualifications are:

- Flexible in allowing a Centre to deliver a course to suit their needs and the needs of their learners/delegates.
- Available to all those who are able to achieve the required standards and free from unnecessary barriers that restrict access and progression.

Sports Leaders UK promotes an ethos which encourages equality and diversity and is free from discrimination, harassment or victimisation of any kind by:

- Making all Centre staff and learners/delegates aware of behaviours which amount to discrimination, harassment or victimisation. This is achieved by publicising the policy through the Sports Leaders UK website.
- Ensuring that all learners/delegates and Qualification Centre staff know how to offer feedback and register complaints.

In some instances, learners/delegates may require adjustments to the assessment process to give them an equal opportunity. The Reasonable Adjustments and Special Considerations Policy gives guidance on the provision of adjusted assessment processes and how to apply them. This policy aims to ensure that:

- All reasonable provision is made to cater for those for whom assessment adjustments are appropriate.
- Assessment is valid and reliable to ensure that all learners/delegates receive fair and equitable treatment.

### Centre responsibilities

All Centres delivering Sports Leaders UK qualifications and awards should adhere to their own Equal Opportunities and Diversity Policy to ensure that no learner is disadvantaged due to any of the following characteristics:

- Gender, including gender reassignment
- Marital or civil partner status
- Race (including colour, nationality, ethnic or national origins)
- Disability
- Sexual orientation
- Religion or belief
- Age
- Pregnancy and maternity

### Contact us

If you've any queries about the contents of the policy, please contact us on Telephone: 01908 689180 or via email: [contact@sportsleaders.org](mailto:contact@sportsleaders.org) or via post to: 24 Linford Forum, Rockingham Drive, Linford Wood, Milton Keynes, MK14 6LY.