



B.E.S.T in Horticulture Ltd.
Bespoke Education & Specialist Training

A "One Stop Shop" for all your Horticultural Education and Training Needs

Equality & Diversity Policy

Valid from 1st January 2018 to 31st December 2021

1.0 POLICY STATEMENT

B.E.S.T in Horticulture Ltd (hereafter referred to as the Company) is committed to serving the wider community by developing equality of opportunity in all of its actions and supporting human rights. The aim of the Company is that everyone is given, where possible, appropriate support and the opportunity to reach their full potential. In fulfilling this aim the Company works proactively to ensure that no one is disadvantaged as a result of discrimination because of age, disability, gender reassignment, race, marriage and civil partnership, pregnancy and maternity, religion/beliefs, sex and sexual orientation.

2.0 PRINCIPLES

The following principles relate to all Learners and Lecturers, and Directors within the Company community. The Company community is defined as places where Company functions take place and includes all out-reach centres, work placements, employer premises and other venues where activities are taking place in the name of, or on behalf of, Best in Horticulture Ltd. Every member of this community has a responsibility to tackle and eliminate discriminatory behaviour including bullying and harassment.

Visitors, contracted personnel and Directors will be required to ensure that equality is upheld both in principle and practice, when visiting or working with the Company.

The Company will actively promote harmony between different groups and is committed to recognising the achievements of all members of the Company community. The Company will be proactive in identifying under represented groups and encourage them to participate by developing flexible provision in acceptable surroundings; employers will be encouraged to support their workforce into learning.

The Company will comply with the Equality Act 2010 which replaces earlier equality legislation.

In order to achieve its aims the Company will endeavour to:

- Provide vision and strong leadership in all aspects of equality with all our students and staff
- Respond to the needs of individual learners and seek to include those who are disaffected or marginalised
- Provide the environment and facilities (where reasonably practicable) for all groups of students and do not limit the equality of opportunity for particular students or groups
- Ensure that all groups of Learners are supported to achieve their maximum potential
- Consult with representatives of community groups, employers and other external organisations to inform the planning of specific learning programmes, initiatives, programme planning and curriculum development
- Carry out Equality Impact Assessments of all our policies, procedures and systems by consulting and involving a range of individuals and groups
- Operate an admissions system that is sensitive to all prospective students and staff and offer the relevant advice and guidance

- Give prospective Learners the opportunity to visit the Company, so that they can make an independent judgement as to whether the environment is suitable
- Monitor Learner applications, enrolment retention, achievement, progression
- Provide support systems to Learners by encouraging disclosure, assessing their particular needs and publicising additional support
- Ensure that staff recruitment systems are compliant with equality legislation
- Induct Learners and Lecturers and raise their awareness of the Equality & Diversity Policy
- Ensure that any issues raised through the Complaints Procedures are addressed
- Ensure good equality and diversity practice in organisations where students take part in industrial placements.
- Encourage and support all employers and suppliers to develop Equality & Diversity Policies
- Ensure that assessment and examination methods are fair

3.0 ROLES AND RESPONSIBILITIES FOR EQUALITY & DIVERSITY

3.1 Overall responsibility rests with the nominated Director.

3.2 The nominated Director has responsibility for the following tasks:

- To oversee the development and review of the Equality & Diversity Policy
- To provide information to the Board of Directors, via an Annual Report, to enable the Board of Directors to keep under review the College's management and implementation of equal opportunities
- To support the development of procedures and guidelines to enable Lecturers to comply with equality legislation
- To deliver training to both Learners and Lecturers regarding equality matters
- To periodically carry out audits
- To identify current and proposed legislation relevant to the Company
- To provide day to day advice on equality related matters

4.0 EQUALITY & DIVERSITY POLICY IMPLEMENTATION AND MONITORING

The Equality & Diversity Policy is predominantly implemented through the nominated Director and is subsequently monitored by the Board of Directors.

The nominated Director is responsible for monitoring the performance of the Company's Equality and Diversity Policy. For the period commencing 1st January 2012 ending 31st December 2021 the nominated Director is **A. N. Davies**.

5.0 RELATED PROCEDURES AND GUIDANCE

This policy is likely to be related to other Company policies, procedures and guidance.