



## Equality, Diversity and Inclusion Policy

Policy Title	<b>Equality, Diversity and Inclusion Policy</b>		
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Author	Venus Training Ltd	Approved By	Director / Governing Body
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Applicable Legislation	Equality Act 2010		
Document Classification	Internal Policy Document		

### 1. Policy Statement

Venus Training Ltd is committed to promoting equality, diversity, inclusion, fairness, dignity, and mutual respect across all areas of institutional activity. The institution aims to create an inclusive learning and working environment in which all students, staff, applicants, visitors, and stakeholders are treated fairly and are able to participate without discrimination, harassment, victimisation, or unfair treatment.

The institution recognises that diversity strengthens the educational environment and contributes positively to learning, personal development, community engagement, and institutional success. Venus Training Ltd values and respects individuals from different backgrounds, cultures, identities, experiences, and circumstances.

Venus Training Ltd is committed to ensuring equality of opportunity in relation to:

- student recruitment and admissions;



- teaching, learning, and assessment;
- student support and wellbeing;
- staff recruitment and employment practices;
- access to institutional facilities and services;
- academic progression and achievement;
- participation in institutional activities.

The institution recognises its responsibilities under the Equality Act 2010 and is committed to preventing discrimination on the basis of protected characteristics including:

- age;
- disability;
- gender reassignment;
- marriage and civil partnership;
- pregnancy and maternity;
- race;
- religion or belief;
- sex;
- sexual orientation.

Venus Training Ltd is also committed to widening participation and supporting students from underrepresented, disadvantaged, and diverse backgrounds, including mature learners, women learners, and individuals facing social, economic, educational, cultural, or personal barriers to Higher Education participation.

The institution aims to promote a positive, respectful, and inclusive culture in which diversity is valued and all members of the institutional community are encouraged to contribute fully and confidently to academic and professional life.

All staff, students, contractors, and stakeholders are expected to uphold the principles of equality, diversity, inclusion, professionalism, dignity, and mutual respect in their conduct and interactions within the institution.



## 2. Purpose of the Policy

Venus Training Ltd is committed to creating and maintaining an inclusive, respectful, fair, and supportive educational environment in which diversity is recognised, valued, and promoted across all institutional activities.

The purpose of this policy is to ensure that all students, staff, applicants, visitors, and stakeholders are treated with dignity, fairness, equality, and mutual respect regardless of their background, identity, personal characteristics, or circumstances.

The institution recognises that individuals may experience different forms of disadvantage, discrimination, exclusion, or barriers to participation and is therefore committed to promoting equality of opportunity and inclusive educational practice throughout all areas of institutional operation.

This policy aims to support:

- fair and transparent institutional practices;
- inclusive teaching, learning, and assessment;
- widening participation and accessibility;
- student wellbeing, engagement, and achievement;
- respectful behaviour and professional conduct;
- prevention of discrimination, harassment, victimisation, and unfair treatment;
- compliance with legal, regulatory, and partnership expectations.

Venus Training Ltd also recognises the importance of supporting learners from underrepresented and disadvantaged backgrounds, including mature learners, women learners, individuals from diverse cultural and social communities, and students facing educational, economic, social, physical, or personal barriers to Higher Education participation.

The policy provides a framework for promoting equality, diversity, inclusion, accessibility, and mutual respect across all institutional activities including admissions, recruitment, teaching and



learning, assessment, student support, staff conduct, operational management, and access to institutional services and facilities.

The institution is committed to fostering a positive educational culture in which all members of the institutional community feel respected, valued, supported, and able to participate fully and confidently in academic and professional life.

### **3. Scope**

This policy applies to all students, staff, applicants, contractors, visitors, partner organisations, and stakeholders associated with Venus Training Ltd.

The policy applies across all areas of institutional activity including student recruitment and admissions, teaching and learning, assessment, student support services, staff recruitment and employment practices, safeguarding, academic engagement, access to facilities, online learning environments, institutional communications, and all operational and administrative activities carried out by the institution.

The policy applies to all forms of discrimination, harassment, victimisation, bullying, unfair treatment, exclusion, or inappropriate behaviour which may negatively affect equality, dignity, inclusion, participation, or wellbeing within the institutional environment.

This policy applies equally to classroom-based, blended, online, and partnership-related educational provision delivered by Venus Training Ltd.

All members of the institutional community are expected to uphold the principles of equality, diversity, inclusion, professionalism, dignity, fairness, and mutual respect in their conduct, behaviour, decision-making, and interactions within the institution.



## **4. Definitions**

For the purpose of this policy, equality refers to ensuring that individuals are treated fairly and provided with equal opportunity to access education, employment, institutional services, and participation regardless of their background, identity, or personal circumstances.

Diversity refers to the recognition, respect, and value of differences between individuals and groups within the institutional community. This may include differences relating to age, culture, disability, ethnicity, gender, nationality, religion, language, sexual orientation, social background, life experience, educational background, and personal perspectives.

Inclusion refers to creating a supportive, accessible, respectful, and welcoming environment in which all individuals feel valued, respected, supported, and able to participate fully in institutional and academic life.

Discrimination refers to unfair or unequal treatment of an individual or group based on protected characteristics or other personal circumstances. Discrimination may be direct, indirect, intentional, or unintentional.

Harassment refers to unwanted conduct that violates an individual's dignity or creates an intimidating, hostile, degrading, humiliating, or offensive environment.

Victimisation refers to unfair treatment of an individual because they have raised a concern, made a complaint, supported another person's complaint, or participated in equality-related procedures or investigations.

Protected characteristics are those defined under the Equality Act 2010 and include age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

Reasonable adjustments refer to practical and proportionate measures implemented by the institution to remove or reduce disadvantages experienced by students or staff with disabilities or additional support needs.



Widening participation refers to activities and institutional commitments aimed at increasing access to education for individuals and communities who may traditionally face barriers to participation in Higher Education.

Inclusive practice refers to institutional approaches, teaching methods, policies, procedures, and support arrangements designed to ensure fair, accessible, and equitable participation for all individuals regardless of background or personal circumstances.

## **5. Institutional Commitment to Equality, Diversity and Inclusion**

Venus Training Ltd is committed to promoting equality, diversity, inclusion, dignity, fairness, and mutual respect across all areas of institutional activity and operation.

The institution aims to create a safe, supportive, inclusive, and welcoming educational environment in which all students, staff, applicants, and stakeholders are valued and able to participate fully without discrimination, harassment, victimisation, or unfair treatment.

Venus Training Ltd recognises that diversity strengthens the educational environment and contributes positively to learning, student experience, community engagement, innovation, and institutional development. The institution values individuals from different cultural, social, educational, religious, ethnic, and personal backgrounds and is committed to fostering a culture of inclusion and respect.

The institution is committed to promoting equality of opportunity in relation to:

- admissions and student recruitment;
- teaching, learning, and assessment;
- student support and wellbeing;
- staff recruitment and employment practices;
- access to facilities and institutional services;
- academic progression and achievement;
- participation in institutional activities and decision-making processes.



Venus Training Ltd recognises that some individuals and communities may experience barriers to participation in education due to social, economic, cultural, personal, physical, or educational circumstances. The institution is therefore committed to widening participation and supporting underrepresented groups including mature learners, women learners, individuals from disadvantaged communities, and students requiring additional educational support.

The institution is committed to ensuring that all institutional policies, procedures, practices, and decision-making processes are implemented fairly, transparently, consistently, and in accordance with equality legislation and good practice principles.

Venus Training Ltd will not tolerate discrimination, harassment, bullying, victimisation, hate behaviour, or unfair treatment in any form and expects all members of the institutional community to behave professionally, respectfully, and responsibly at all times.

The institution is also committed to promoting awareness, understanding, and positive engagement relating to equality, diversity, inclusion, safeguarding, wellbeing, and professional conduct throughout the institutional environment.

## **6. Protected Characteristics**

Venus Training Ltd recognises and respects the protected characteristics defined under the Equality Act 2010 and is committed to ensuring that no individual is disadvantaged, discriminated against, harassed, or unfairly treated on the basis of these characteristics.

The protected characteristics covered under this policy include:

- age;
- disability;
- gender reassignment;
- marriage and civil partnership;
- pregnancy and maternity;
- race;



- religion or belief;
- sex;
- sexual orientation.

The institution is committed to ensuring that all students, staff, applicants, and stakeholders are treated fairly, respectfully, and equally regardless of any protected characteristic.

Venus Training Ltd recognises that individuals may experience multiple or overlapping forms of disadvantage and is committed to promoting an inclusive educational environment which values diversity, supports equality of opportunity, and encourages participation from individuals of diverse backgrounds and circumstances.

The institution will take reasonable and proportionate steps to prevent discrimination, harassment, victimisation, bullying, exclusion, or unfair treatment relating to protected characteristics across all institutional activities and operations.

## **7. Student Responsibilities**

Students are expected to contribute positively to maintaining an inclusive, respectful, safe, and supportive educational environment within Venus Training Ltd.

All students are expected to:

- treat others with dignity, fairness, and mutual respect;
- behave professionally and responsibly within the institutional environment;
- respect diversity and individual differences;
- avoid discriminatory, offensive, bullying, intimidating, or harassing behaviour;
- support equality, inclusion, and respectful communication;
- comply with institutional policies, procedures, and codes of conduct;
- report concerns relating to discrimination, harassment, bullying, victimisation, or unfair treatment where appropriate.



Students are also encouraged to support inclusive participation and contribute positively to a learning environment where all individuals feel respected, valued, safe, and able to participate fully in academic and institutional activities.

## **8. Staff Responsibilities**

All staff members of Venus Training Ltd are responsible for supporting equality, diversity, inclusion, professionalism, and respectful behaviour throughout all institutional activities.

Staff are expected to:

- promote equality of opportunity and inclusive educational practice;
- treat students, colleagues, applicants, and stakeholders fairly and respectfully;
- avoid discriminatory, inappropriate, or unfair behaviour;
- support an inclusive and welcoming learning environment;
- maintain professional standards of conduct and communication;
- implement institutional policies fairly and consistently;
- respond appropriately to concerns relating to discrimination, harassment, bullying, victimisation, or safeguarding matters;
- support students from diverse and underrepresented backgrounds appropriately and sensitively.

Staff involved in teaching, assessment, admissions, student support, management, and operational activities are expected to ensure that institutional practices are applied fairly, transparently, and in accordance with equality legislation and institutional policies.

Senior Management is responsible for promoting institutional oversight, supporting inclusive practice, monitoring compliance with this policy, and encouraging a culture of equality, diversity, inclusion, dignity, and mutual respect across the institution.



## **9. Recruitment, Admissions and Selection**

Venus Training Ltd is committed to ensuring that recruitment, admissions, and selection processes are fair, transparent, inclusive, and free from discrimination.

The institution aims to provide equal opportunity for all applicants regardless of age, disability, gender, race, religion or belief, sexual orientation, social background, or personal circumstances.

Admissions decisions will be based on appropriate academic, professional, and institutional criteria relevant to the programme of study and will be applied consistently and fairly.

Venus Training Ltd is committed to widening participation and encouraging applications from underrepresented groups including mature learners, women learners, individuals from disadvantaged communities, and students who may traditionally face barriers to Higher Education participation.

The institution will make reasonable efforts to ensure that recruitment and admissions processes are accessible and supportive for applicants requiring additional assistance or reasonable adjustments.

## **10. Teaching, Learning and Assessment**

Venus Training Ltd is committed to promoting inclusive teaching, learning, and assessment practices which support equality of opportunity, student participation, academic engagement, and achievement.

The institution aims to create a respectful and supportive learning environment in which students from diverse backgrounds and circumstances are able to participate fully and confidently in academic activities.

Teaching and assessment practices will be designed and delivered fairly, consistently, and appropriately while maintaining academic standards, programme learning outcomes, and quality expectations.



The institution recognises that students may have different learning needs, educational backgrounds, language abilities, or support requirements and therefore aims to promote flexible, accessible, and inclusive educational practices where reasonably possible.

Venus Training Ltd will not tolerate discriminatory, offensive, intimidating, or inappropriate behaviour within teaching, learning, assessment, or academic activities.

## **11. Reasonable Adjustments and Accessibility**

Venus Training Ltd is committed to supporting students who require reasonable adjustments or additional support in order to access educational opportunities and participate fully in institutional activities.

The institution will make reasonable and proportionate efforts to remove or reduce barriers affecting participation, engagement, learning, assessment, access to facilities, or student support services.

Reasonable adjustments may include support relating to teaching and learning arrangements, assessments, examinations, communication methods, digital accessibility, classroom access, wellbeing support, or other identified educational needs.

The institution recognises the importance of accessibility and inclusive educational practice and aims to provide a learning environment that is supportive, respectful, safe, and accessible for all students.

Requests for reasonable adjustments will be considered fairly, confidentially, and on an individual basis in accordance with institutional procedures and relevant legislation.

## **12. Prevention of Discrimination, Harassment and Victimisation**

Venus Training Ltd is committed to maintaining a safe, respectful, inclusive, and professional educational environment free from discrimination, harassment, bullying, victimisation, intimidation, hate behaviour, or unfair treatment.



The institution will not tolerate any form of discriminatory or inappropriate behaviour relating to protected characteristics, personal circumstances, cultural background, religion, disability, gender, race, sexual orientation, age, or any other personal identity factor.

All students, staff, contractors, and stakeholders are expected to behave respectfully, professionally, and responsibly within the institutional environment and to contribute positively to a culture of equality, dignity, inclusion, and mutual respect.

Venus Training Ltd is committed to addressing concerns relating to discrimination, harassment, bullying, or victimisation fairly, promptly, confidentially, and in accordance with institutional procedures.

The institution may take appropriate disciplinary or procedural action where behaviour is found to be inconsistent with institutional expectations, professional conduct requirements, or equality legislation.

### **13. Safeguarding, Wellbeing and Student Support**

Venus Training Ltd recognises the importance of safeguarding, wellbeing, pastoral care, and student support in creating a positive and inclusive educational environment.

The institution is committed to supporting the wellbeing, safety, dignity, and welfare of students and aims to provide appropriate academic, pastoral, and wellbeing support throughout the student journey.

The institution recognises that some students may experience personal, financial, emotional, safeguarding, mental health, cultural, social, or educational difficulties affecting participation, engagement, attendance, or academic progression.

Venus Training Ltd aims to identify concerns appropriately and provide supportive interventions, guidance, referrals, or signposting where necessary and reasonably possible.



The institution is also committed to promoting a safe learning environment in which students feel respected, supported, valued, and able to seek assistance without fear of discrimination, stigma, victimisation, or unfair treatment.

Safeguarding responsibilities and student support arrangements will be implemented in accordance with institutional safeguarding procedures and relevant legal and regulatory expectations.

## **14. Complaints and Reporting Concerns**

Venus Training Ltd encourages students, staff, and stakeholders to raise concerns relating to discrimination, harassment, bullying, victimisation, unfair treatment, safeguarding concerns, or breaches of this policy where appropriate.

The institution is committed to ensuring that all concerns are handled fairly, professionally, sensitively, confidentially, and in accordance with institutional procedures.

Individuals raising genuine concerns in good faith will not be disadvantaged or victimised for reporting concerns or participating in related procedures or investigations.

Concerns may be raised through appropriate institutional reporting channels including academic staff, student support staff, safeguarding contacts, management representatives, or formal complaints procedures where appropriate.

Venus Training Ltd will make reasonable efforts to investigate concerns appropriately, maintain confidentiality where reasonably possible, and take suitable action in accordance with institutional policies, professional standards, and legal responsibilities.

## **15. Staff Training and Awareness**

Venus Training Ltd is committed to promoting awareness, understanding, and good practice relating to equality, diversity, inclusion, safeguarding, wellbeing, professional conduct, and respectful behaviour throughout the institution.



Relevant staff may receive guidance, induction, institutional support, or training relating to:

- equality and diversity responsibilities;
- inclusive educational practice;
- safeguarding and wellbeing awareness;
- prevention of discrimination and harassment;
- professional conduct and respectful communication;
- implementation of institutional policies and procedures.

The institution aims to encourage a positive and inclusive culture in which staff understand their responsibilities and contribute to creating a safe, respectful, supportive, and welcoming educational environment.

## **16. Monitoring and Review**

Venus Training Ltd will monitor implementation of this policy and review its effectiveness periodically to ensure continued compliance with legal, regulatory, operational, safeguarding, and partnership requirements.

The institution may review or update this policy in response to:

- legislative or regulatory changes;
- operational developments;
- institutional requirements;
- student or staff feedback;
- safeguarding or wellbeing concerns;
- identified areas for improvement.

The institution is committed to continuous improvement of equality, diversity, inclusion, accessibility, safeguarding, and student support practices across all institutional activities.



## **17. Related Policies and Procedures**

This policy should be read alongside the following institutional policies and procedures:

- Safeguarding and Prevent Policy;
- Reasonable Adjustments Policy;
- Student Attendance and Engagement Policy;
- Student Support and Welfare Policy;
- Admissions Policy;
- Complaints and Appeals Procedure;
- Data Protection Policy;
- Health and Safety Policy;
- Assessment Policy;
- Staff Code of Conduct;
- IT Acceptable Use Policy.