

**EQUAL
OPPORTUNITIES
POLICY**

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Equal Opportunities Policy

International Performing Arts & Theatre has a firm commitment to ensuring equality of opportunity exists throughout the organisation and in its services to its associate schools and centres.

It acknowledges a constant need to be vigilant to ensure that none of its personnel should act in any way that will discriminate in terms of gender, disability, race, religion, sexual orientation, social background or age.

In the interests of everyone involved in delivering and accessing International Performing Arts & Theatre qualifications the organisation has willingly embraced an Equal Opportunities Policy. All I-PATH employees are required to make sure there are no discriminatory practices in any procedures or practice of the organisation.

I-PATH recognises that not all teachers are its own employees. It respects the fact that teachers have their own responsibilities for the way in which they run their classes, studios and schools, but it hopes that teachers will find no problem in ensuring that the way in which they deliver I-PATH qualifications does not conflict in any significant way with the Equal Opportunities Policy below.

The I-PATH aims to achieve this by:

- Addressing the right and need for everyone to be treated with respect and dignity in an atmosphere free from threat or abuse
- Ensuring that no-one receives less favourable treatment which cannot be justified in relation to good employment practice, individual merits and abilities.

Purposes

- To promote positive attitudes to equality in all personnel
- To ensure no-one considers themselves to be discriminated against
- To ensure the standards of the organisation are not compromised by prejudiced expectations of anyone's capabilities
- To challenge discrimination relating to behaviour, attitude and levels of achievement
- To ensure the activities of the organisation demonstrate acceptance of cultural and social diversity

Guidelines

- Every contact and procedure within the organisation is affected by the I-PATH's Equal opportunities policy. It affects most explicitly such procedures as those involved in, appointments, customer service, teaching, examining. A culture must exist throughout the organisation in which everyone is conscious of, and willing to, challenge inequality.
 - Any changes made within the organisation must be consistent with the principles of equality of opportunity. Contacts and procedures should avoid stereotyping people, and should discourage them from stereotyping themselves.
 - Ways of treating people, and attitudes to issues such as dress, verbal and non-verbal behaviour will be non-discriminatory.
 - Access to all services and activities of the I-PATH will be non-discriminatory.
 - Appointments, professional development and promotion are undertaken on the basis of skills, qualifications, experience, aptitude and abilities employees bring to the job
- All employees must receive a copy of this Equal Opportunities Policy and be informed that they are expected to comply with it, and to contribute new ideas which will improve the Policy.

- All learning resources, literature, marketing and publicity materials made available to associate schools must be free from stereotypes, and discriminatory assumptions, images and language
- Should anyone within the organisation be aware of any discriminatory practice occurring this must be reported to an appropriate line-manager or senior member, who will take action to investigate and deal with the matter.

Implementation

- The success of this policy depends upon the commitment of everyone working for I-PATH, and it is their responsibility to comply with its terms.
- A climate must exist where everyone working for the I-PATH can go about their business in an atmosphere free from threat and abuse.

Monitoring

The effectiveness of this policy relies on all employees being vigilant, reporting any instances where the I-PATH's Equal Opportunities policy is being violated. The effectiveness will also be monitored by the Quality Assurance Manager and the Review Committee on a regular basis through the following:

- Analysis of evaluation feedback forms from centres
- Analysis of records of comments made on training courses for teachers and examiners, and in correspondence, phone calls etc.
- Analysis of examination entries and results
- Examiners' reports on examination sessions
- Complaints

Harassment

- Where anyone working for the organisation feels that they are being harassed the details should be reported to the appropriate line-manager or a senior member of staff.
- Personal harassment is behaviour that is objectionable and offensive and which might threaten the victim's security or create an intimidating or hostile environment, which may hinder them in their performance.
- Bullying is included in this category.

Equal Opportunities in centres

Those working and examining in centres must ensure their language (spoken and written) does not contain racist, sexist and other discriminatory assumptions. Verbal and non-verbal communication must meet the principles of inclusion.

Staff development

- All working for I-PATH will be given awareness raising opportunities so that the Equal Opportunities Policy can be implemented and promoted effectively.
- All staff will have equal access to training and development opportunities.

This policy will be monitored and reviewed for its effectiveness on a regular basis. The guidelines take account of the relevant provisions of the Sex Discrimination Act (1975), Race Relations Act (1976), the Disability Discrimination Act (1995), the Rehabilitation of Offenders Act (1974) and the Human Rights Act (1998).