

Chadsfield Training Ltd

Equality, Diversity & Inclusion Policy

1.0 Policy Statement

Chadsfield Training Ltd is committed to promoting equality, diversity and inclusion across all aspects of its operations.

We are dedicated to creating a working and learning environment in which all individuals are treated with dignity, fairness and respect. We recognise that a diverse workforce and client base strengthens our organisation and enhances the quality of service delivery.

We will not tolerate discrimination, harassment or victimisation in any form.

2.0 Legislative Framework

This policy is guided by the **Equality Act 2010** and other relevant UK legislation.

The Equality Act protects individuals from discrimination on the basis of the following protected characteristics:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

3.0 Scope

This policy applies to:

- Employees
- Freelance trainers and associates
- Contractors
- Clients and learners
- Any individual representing Chadsfield Training Ltd

It covers recruitment, training delivery, promotion, workplace conduct and service provision.

4.0 Our Principles

Chadsfield Training Ltd will:

- Treat all individuals fairly and consistently
- Promote equal opportunities in recruitment and development
- Ensure access to training and professional development
- Provide services without discrimination
- Challenge inappropriate behaviour
- Foster a culture of inclusion and respect

5.0 Responsibilities

5.1 All Staff

All individuals representing Chadsfield Training Ltd must:

- Uphold this policy
- Treat colleagues, clients and learners with respect
- Avoid discriminatory behaviour
- Report concerns promptly

5.2 Management

Management will:

- Ensure fair recruitment and selection practices
- Monitor equality and inclusion within the organisation
- Investigate complaints promptly and impartially
- Take appropriate corrective or disciplinary action

6.0 Reporting Concerns

Any individual who experiences or witnesses discrimination, harassment or victimisation should report the matter to their line manager or senior management.

All concerns will be treated confidentially and investigated fairly and proportionately.

7.0 Disciplinary Action

Any breach of this policy may result in disciplinary action, up to and including dismissal or termination of contract.

Chadsfield Training Ltd is committed to taking appropriate action where standards are not upheld.

8.0 Confidentiality

All complaints and investigations will be handled confidentially and in accordance with data protection legislation.

9.0 Monitoring and Review

This policy will be reviewed annually or sooner if required due to legislative or organisational changes.

Effective Date: 01 January 2026

Review Date: 01 January 2027

Christopher Driver
Managing Director
Chadsfield Training Ltd