



Learner Equal Opportunities Policy

Kate's Training CIC

1. Equal Opportunities Policy Statement

Kate's Training CIC is committed to providing equal opportunities for all Learners:

- We aim to ensure that all Learners have equal access to our training, assessment, support, services, and facilities, including those provided by approved Trainers and Assessors.
- No Learner will be discriminated against on the grounds of gender, gender reassignment, marital status, colour, race, disability, age, ethnic or national origin, religion or belief, sexual orientation, marriage or civil partnership, pregnancy or maternity, or political opinion.
- All employees, associates, volunteers, approved Trainers, and Assessors are responsible for applying this principle in every interaction with Learners.

2. To Implement This Policy for Learners, We Will

- Include clear responsibilities for supporting Learner equality in the job descriptions and work objectives of relevant staff.
- Provide staff, approved Trainers, and Assessors with appropriate equality, diversity, and inclusion training and guidance, including induction and ongoing development.
- Provide Learners with clear information about this policy, their rights, how to request support, and how to raise a concern or complaint.
- Apply this policy to Learner recruitment, registration, induction, teaching, learning, assessment, feedback, progression, certification, and access to support services.
- Identify and remove unnecessary barriers that may prevent Learners from accessing or completing our courses and qualifications.
- Consider requests for access arrangements, reasonable adjustments, and special consideration promptly, fairly, and confidentially, in line with relevant requirements.
- Where a requirement is essential to the integrity of a course, qualification, or assessment, clearly explain and document why it is necessary and how any disadvantage to Learners will be minimised.
- Make every practical effort to ensure that learning materials, communications, digital content, services, and facilities are accessible, inclusive, and free from bias.
- Ensure that assessment decisions are based only on the knowledge, skills, and competence required by the qualification and the standards of the relevant Awarding Organisation.
- Protect Learners from victimisation or disadvantage when they request support, disclose a need, raise a concern, or make a complaint in good faith.

Kate's Training CIC will comply with all current and relevant legislation when providing services to Learners. This policy will be monitored, reviewed periodically, and revised when necessary. Applicable legislation at the time of writing includes, but is not limited to, the Equality Act 2010.



3. Monitoring

- We will monitor Learner registration, participation, achievement, progression, withdrawals, requests for access arrangements or special consideration, complaints, and feedback to identify potential barriers or unequal outcomes.
- Any issue indicating that our provision or services may disadvantage Learners will be reported to the Company Director, who will ensure that it is investigated and that appropriate corrective action is taken under our documented procedures.
- Monitoring information will be handled confidentially, reviewed in an appropriate and proportionate way, and used to improve the Learner experience.
- The outcomes of each review will be made available to qualification regulators upon request.

4. Policy Review and Contact

This policy should be read alongside our other Learner policies and procedures, including those covering reasonable adjustments, special consideration, complaints, appeals, safeguarding, and data protection. It will be reviewed every 12 months and revised when required. Learners may ask questions, request support, or raise a concern by emailing support@katestraining.uk or calling 07362 512257 or 0161 706 2276.

Policy owned and approved by	Board of Directors at Kate's Training CIC
Policy team	K. Gorski, K. Metcalfe, D. Gorski, E. Adalakun
Main contact	Kate Gorski, kate@katestraining.uk , 01617062276, 07362512257
Effective date	1 st September 2026
Next review	1 st September 2027, or as and when required
Applies to	Learners who attend our courses