

Equity and Diversity Policy

Equality and Diversity Commitment Statement

1st4sport Qualifications is committed to the principles and practices of equal opportunities, as an employer and across the awarding function. Employment opportunities, qualifications, resources and awarding services are available to all sections of the community. 1st4sport is committed to the elimination of discrimination on the grounds of religion, belief, race, ethnic or national origin, age, marital or civil partnership status, sexual orientation, gender, disability, ability, occupation, political opinion, those with/without dependents or on any other grounds or status.

Scope

We will not tolerate direct or indirect discrimination; thus, have established handling procedures for evaluating and/or investigating allegations of harassment, bullying or grievances ensuring corrective action via sanctions and/or penalties where required.

Objectives

To ensure equality, diversity and inclusive practices are implemented across the breadth of 1st4sport operations; the following objectives have been developed. The 1st4sport Senior Management Team (SMT) will:

- ensure the equal opportunities policy is effectively communicated across the governance and management structure via effective inductions, continuous development and the appraisal system
- ensure continuous review of the effectiveness of the policy in line with appropriate legislation, taking prompt action to rectify any deficiencies
- ensure the policy is current, published and available to all stakeholders.

The 1st4sport Quality Management Team (QMT) will:

- ensure 1st4sport recognised centres and related delivery and assessment sites publish and implement equal opportunities policies that are no less stringent than that of 1st4sport
- promote fair access to units and/or qualifications ensuring all recognised centres are aware of and comply with the 1st4sport access arrangements
- encourage reporting of allegations of discrimination through the appropriate channels and handle effectively (refer to 1st4sport Allegations and Appeals Handling)
- recruit, train and deploy suitable external verifiers, to facilitate and monitor recognised centre compliance with the 1st4sport recognised centre requirements
- effectively manage risk and performance across 1st4sport and recognised centre activity ensuring corrective action where required to maintain the commitment to equality and diversity across the awarding function
- maintain quality records analysing and reporting on data (including age, disability, ethnicity and gender) across the awarding operations to provide the basis for appropriate action to eliminate unlawful direct and indirect discrimination and promote equality and diversity.

¹ This policy is developed in line with current legislation (Sex Discrimination Act 1975, Race Relations Act 1976, Disability Discrimination Act 1995, Human Rights Act 1998, Equality Act 2006, Statutory Regulation for External Qualifications 2004, Regulatory Arrangements for the Qualifications and Credit Framework).

The 1st4sport Qualification Development and Management Team will:

- ensure the commitment to equality, diversity and related access arrangements are communicated across qualification workforces and candidates via inclusion in the 1st4sport Tutor/Assessor/Verifier Guidance's and Candidate Packs
- ensure there are no barriers to the entry to 1st4sport units and/or qualifications other than those related to the integrity of the unit or qualifications. This is achieved via consultation with potential candidates or appropriate industry representatives/technical experts to ensure:
 - units and qualifications are developed to promote inclusivity and diversity
 - pre-requisites to qualification registration or certification are appropriate to the intended purpose of the unit or the qualification
 - the aims and learning outcomes of the unit or qualification are relevant and appropriate to the intended purpose of the unit or qualification and are expressed in clear unbiased language
 - the assessment criteria is relevant and appropriate to the intended purpose of the unit or qualification and expressed in clear unbiased language
 - the requirements of the unit or qualification are clearly outlined where practical demonstrations are required. The rationale for such requirements is made clear and explicitly justified in terms of maintaining the integrity of the unit or qualification. Signposts to the 1st4sport access arrangements via reasonable adjustment are clearly communicated where such barriers are identified.

The 1st4sport Centre Support Team will:

- manage and maintain awarding data (including ethnicity, disability and gender information) in accordance with established policy and guidelines
- validate and process awarding credit requests based only on the requirements of the unit or qualification.