



Equal Opportunities Policy Statement

MTC learning fully supports the principle of equal opportunities and is committed to equality of opportunity in all of its activities. MTC learning's commitment to equality of opportunity applies to all regardless of race, ethnic origin, disability, nationality, gender, age, religion, sexual orientation, marital status and social class.

The company is fully committed to ensuring that access to all its services is available to all qualifying learners. It will strive to meet the diverse needs of the community as a whole.

The MTC learning Commitment

- Every employee and learner are entitled to a working environment which promotes respect for all. No form of bullying, or harassment will be tolerated
- Discrimination, whether direct or indirect in nature, will not be accepted in any form and allegations of the same will be treated very seriously
- Anyone who feels they have been unfairly treated should follow the company's Complaints Procedure.
- Breaches of the company's equal opportunities policy will be regarded as misconduct and could lead to disciplinary proceedings
- The policy is fully supported by senior management.
- The Executive Director of MTC learning is ultimately responsible for ensuring equality of opportunity for all the company's learners
- The policy will be reviewed and monitored annually
- All staff will undertake training regularly

Everyone is different and has something to offer. All learners will be treated fairly and equally. All will be supported and encouraged to develop to their full potential. Diversity is about recognising differences and valuing them.

Genuine equal opportunities in every workplace and training area require a commitment to the policy from everyone, staff and learners alike. Commitment to equal opportunities in the workplace is good management practice and makes sound business sense.

MTC learning accepts the statutory requirements laid down in legislation that makes it unlawful for an employer or employee (trainee) to discriminate or to treat an individual differently on the ground of. The company will fully comply with all laws and directives

and its Equal Opportunities policy will be implemented within the framework of the following:

- Equal Pay Act 1970 (Equal Value Amendment 1984)
- Rehabilitation of Offenders Act 1974
- Sex Discrimination Act 1975 (Gender Reassignment Regulations 1999)
- The Race Relations Act 1976 (amendment) Regulations 2003
- The Disability Discrimination Act 1995 (amendment) Regulations 2003
- The Protection from Harassment Act 1997
- The Human Rights Act 1998
- The Data Protection Act 1998
- The Special Educational Needs and Disability Act 2001
- The Employment Equality (sexual orientation) Regulations 2003
- The Employment Equality (religion or belief) Regulations 2003