The Assessment & Training Company Ltd

EQUAL OPPORTUNITIES POLICY

The Assessment and Training Company Ltd recognises the need for an Equal Opportunities Policy. As an employer and service provider the company is committed to taking positive steps to reduce disadvantage experienced by individuals and groups. It also recognises that equal opportunities can contribute to the better utilisation of employee skills and the workforce.

The Assessment and Training Company supports the statutory requirements of the Race Relation act 1976, Sex Discrimination Act 1975, Disability Discrimination Act 1995 and the Age Discrimination Act 2006. These make it unlawful for an employer or employee to discriminate against or to treat an individual differently on the grounds of colour, ethnic origin, gender, sexual orientation, age or disability. Like wise the Company will not tolerate discrimination on the grounds of marital status, religion or nationality.

The Assessment and Training Company Ltd recognises that much can be achieved by developing procedures to meet its legal and moral obligations. Genuine equality of opportunity in every workplace and learning environment requires a commitment to the policy from everyone.

Employees will be offered an equal opportunity to progress within the assessment and Training company Ltd. Policies, procedures and practices will constantly be reviewed to ensure that individuals are recruited, trained and developed on the basis of role requirements and the individuals abilities and merits. Where appropriate, training will be made available so that those employees can realise their full potential in the workplace.

The Assessment and Training Company Ltd also accepts the need to overcome discrimination in service delivery. This will be achieved by ensuring that all employees are made aware of their responsibilities toward equality of opportunity.

The Director / Management Team have overall responsibility for the success of this policy.

Acts of alleged discrimination in contravention of this Policy Statement will be investigated and dealt with appropriately.

Revised: 10 November 2010