

CABLECOM TRAINING LTD POLICY SUMMARY STATEMENT

Equal Opportunities

CableCom Training Ltd believes in Equal Opportunities. We want all our learners, clients and staff to be treated fairly.

We are committed to treating people on the basis of their merits and abilities, regardless of age, colour, ethnic or national origin, gender, sexual orientation, disability, marital status, religious beliefs or other irrelevant or artificial distinction.

All staff and learners have the right to be treated in this way and have the responsibility to treat others fairly and without discrimination.

Implementation

CableCom Training Ltd will:

- Encourage ownership of the policy by staff and learners, using a range of methods, which will promote ownership, involvement and responsibility for implementation.
- Identify that staffs that are responsible for teams and/or learners, for producing and implementing action plans to address the issues outlined in this policy.
- Provide guidelines on which action plans can be based; indicate parameters for short/long term activity.
- Support all staff through appropriate staff development, to implement all aspects of the policy.
- Monitor and evaluate progress towards the Equal Opportunities practice indicated in this policy through annual course and service review. This will include quantitative and qualitative data.
- Report annually on progress indicated above.

Equality and Opportunity Policy

CableCom Training Ltd's mission is to provide lifelong learning opportunities, developed through sustained growth and continuous improvement.

CableCom Training Ltd seeks to enjoy a culturally diverse community with learners and staff with a wealth of different experience, knowledge and skills, following a variety of learning pathways.

All staff, associates and agents of CableCom Training Ltd community have a responsibility to ensure that learners and fellow members of staff are free to pursue their studying and working lives without any kind of overt or covert harassment.

CableCom Training Ltd will continue to develop Equal Opportunities policies and practices in line with continuous improvement principles.

Equality and Diversity

We recognise that we have the power to reduce the disadvantages that people experience by making our services more responsive to all communities and individual needs. The organisation values the diversity of all communities; we want our services, facilities and resources to be accessible and useful to every individual.

We also recognise that our ability to meet these diverse needs is improved by having a diverse workforce which generally reflects local populations and which has the skills and understanding to achieve our service obligations. We commit ourselves to valuing diversity in our workforce and to developing and training our employees to improve their ability to meet our goals within an overall framework of equality.

We have a commitment to be an organisation that:

- Accepts that all have a right to their distinctive and diverse identities.
- Has a workforce generally reflecting the population we serve.
- Understands how valuing diversity can improve our ability to deliver better services and so reduces disadvantage.
- Actively consults with different individuals and communities to ensure that the services which are provided are responsive and reflect the diversity of need.
- Provides a supportive, open environment where all employees have the opportunity to reach their full potential.

The organisation believes that our employees have an important part to play in making this happen.

We require every employee to recognise and discharge their own responsibility.

We undertake to listen to our customers and to involve them in the development of services which recognise and value their diversity.

C. Donnison

Clive Donnison
Managing Director