



# **Param Qualifications Equal Opportunities Policy**

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## Introduction

At Param Qualifications, we actively promote equality, diversity, and inclusion in everything we do - from course delivery to staff management. We believe that all learners, staff, and stakeholders should have equal access to opportunities and be treated fairly, with respect and dignity, regardless of personal characteristics or background.

## Purpose

**The purpose of this policy is to:**

- Ensure compliance with current UK equality legislation, including the **Equality Act 2010**.
- Promote an inclusive environment where discrimination, harassment, or victimisation is not tolerated.
- Provide guidance on the responsibilities of staff, learners, and stakeholders in maintaining equality and fairness.

## Scope

This policy applies to all learners, staff, contractors, volunteers, and external stakeholders involved with Param Qualifications. It covers all activities, including recruitment, learning, assessment, and professional development.

## Policy Statement

**Param Qualifications will:**

- Treat everyone fairly and with respect.
- We make sure that access to learning, assessment, and employment is based only on merit, without prejudice or bias.
- We actively promote an inclusive culture that values the contributions of all individuals and recognises the benefits of a diverse workforce and learner community.
- Ensure that policies, procedures, and practices reflect our commitment to equality of opportunity.
- This policy supports Ofqual General Condition G6 – Arrangements for Reasonable Adjustments and Special Considerations.

## Responsibilities

### Directors and Senior Management

- Ensure the organisation complies with equality legislation and requirements of relevant regulators or awarding authorities.
- Promote a culture of inclusion and equality throughout the organisation.
- Monitor the effectiveness of this policy and implement necessary changes.

### Staff

- Treat learners and colleagues with respect and fairness.
- Identify and challenge any discriminatory practices or behaviours.
- Support learners in understanding their rights and responsibilities under this policy.

### Learners

- Respect other learners, staff, and stakeholders.
- Report any incidents of discrimination or unfair treatment in accordance with the **Param Qualifications Complaints Procedure**.

## Protected Characteristics

Param Qualifications is committed to equality of opportunity for all, irrespective of:

- Age
- Disability
- Gender reassignment
- Marriage or civil partnership
- Pregnancy and maternity
- Race, colour, nationality, or ethnic origin
- Religion or belief
- Sex
- Sexual orientation
- Any other characteristic protected by law

## Implementation

- All staff and learners will receive guidance and training on equality, diversity, and inclusion.
- Recruitment, learning, and assessment procedures will be regularly reviewed to ensure fairness and accessibility.
- Reasonable adjustments will be made to ensure learners with disabilities or other protected characteristics are supported.
- Any breaches of this policy will be addressed promptly and may result in disciplinary action.

## Monitoring and Review

- The policy will be monitored through feedback from learners, staff, and stakeholders.
- Reports on equality issues will be reviewed by management to ensure continuous improvement.
- This policy will be formally reviewed at least annually or sooner if legislative changes require.

## Complaints and Appeals

- Any learner or staff member who believes they have been discriminated against may raise concerns through the **Param Qualifications Complaints Procedure**.
- Appeals relating to equality issues will be managed through the **Param Qualifications Appeals Procedure**.

## Contact Details

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