

Equality, Diversity and Inclusion Policy

Reviewed: February 2026

PART ONE

General Statement of Policy, Duties & Responsibilities

1.1 Policy Statement

Vertex Learning Hub is committed to promoting equality, valuing diversity, and fostering an inclusive learning and working environment where all individuals are treated with dignity and respect. We recognise that equality, diversity, and inclusion (EDI) are fundamental to effective learning, learner achievement, staff wellbeing, and organisational success.

This Equality, Diversity & Inclusion Policy sets out how Vertex Learning Hub meets its legal, ethical, and professional responsibilities and ensures that no learner, staff member, or stakeholder is disadvantaged or discriminated against.

Vertex Learning Hub is committed to complying with the Equality Act 2010 and relevant guidance, as well as meeting CPD standards and awarding organisation expectations.

This policy applies to all learners, staff, associate trainers, volunteers, contractors, and visitors engaged with Vertex Learning Hub.

This policy will be reviewed annually or sooner in response to legislative change, CPD requirements, or organisational review.

1.2 Aims of the Policy

The aims of this policy are to:

- Promote equality of opportunity for all learners and staff;
- Eliminate unlawful discrimination, harassment, and victimisation;
- Celebrate and value diversity;
- Create an inclusive, supportive learning environment;
- Ensure fair access to learning, assessment, and progression;
- Embed equality, diversity, and inclusion into all areas of practice.

PART TWO

Legal Framework

2.1 Protected Characteristics

In line with the Equality Act 2010, Vertex Learning Hub recognises the following protected characteristics:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race (including colour, nationality, and ethnic or national origin)
- Religion or belief
- Sex
- Sexual orientation

Discrimination on the basis of any of these characteristics is not tolerated.

2.2 Types of Discrimination

Vertex Learning Hub is committed to preventing:

- Direct discrimination • Indirect discrimination • Harassment • Victimisation

PART THREE

Equality, Diversity & Inclusion in Practice

3.1 Inclusive Learning and Teaching

Vertex Learning Hub will:

- Promote inclusive teaching and learning strategies; • Ensure learning materials are accessible and non-discriminatory; • Make reasonable adjustments where required; • Support learners with additional learning needs; • Encourage respectful discussion and challenge discrimination.

3.2 Fair Access and Assessment

- Recruitment, enrolment, and assessment processes will be fair and transparent; • Reasonable adjustments will be applied to assessment where appropriate; • Assessment decisions will be based solely on evidence and standards; • Learners will be treated consistently and fairly.

3.3 Learning Environment

Vertex Learning Hub will:

- Promote a culture of respect and inclusion; • Challenge discriminatory language or behaviour; • Provide safe opportunities for learners to raise concerns; • Ensure policies and procedures support inclusion.

PART FOUR

Roles and Responsibilities

4.1 Director / Centre Lead

The Director or Centre Lead is responsible for:

- Ensuring this policy is implemented; • Promoting equality, diversity, and inclusion across the organisation; • Ensuring compliance with legislation and CPD standards; • Addressing serious breaches of this policy.

4.2 Staff, Trainers and Associates

All staff, trainers, and associates are responsible for:

- Upholding the principles of this policy; • Treating others with dignity and respect; • Challenging discrimination appropriately; • Embedding inclusive practice into teaching and assessment; • Reporting concerns in line with organisational procedures.

4.3 Learners

Learners are expected to:

- Treat others with respect; • Engage positively with diversity; • Refrain from discriminatory behaviour; • Report concerns or incidents of discrimination.

PART FIVE

Reasonable Adjustments and Support

Vertex Learning Hub will:

- Identify support needs through enrolment and review; • Make reasonable adjustments to learning and assessment; • Review adjustments to ensure effectiveness; • Maintain confidentiality and dignity at all times.

PART SIX

Monitoring, Complaints and Continuous Improvement

6.1 Monitoring

The effectiveness of this policy will be monitored through:

- Learner feedback; • Staff observation and review; • Complaints and incident analysis; • Quality assurance processes.

6.2 Complaints and Incidents

Any complaints or concerns relating to equality, diversity, or inclusion will be:

- Taken seriously; • Investigated promptly; • Managed fairly and sensitively; • Used to inform improvement and learning.

PART SEVEN

Policy Review and Communication

This policy will be:

- Communicated to all learners and staff; • Made available on request; • Reviewed annually; • Updated in line with legislative or organisational change.

Approved by Vertex Learning Hub Management

Signed: _____

(Director / Centre Lead)

Date: _____

Vertex Learning Hub