

## EQUAL OPPORTUNITIES POLICY STATEMENT

The Institute supports the principle of equality in employment, education and training. It opposes all forms of unlawful direct and indirect discrimination on the grounds of gender, marital or civil partnership status, pregnancy or maternity, sexual orientation, gender reassignment, race (which includes colour, nationality and ethnic or national origins), religion or belief, age or disability. To this end, within the framework of the law, we are committed wherever practicable to promoting and facilitating access to our qualifications.

In practice this means that every possible step will be taken to ensure that we;

- produce education programmes and qualifications that are accessible to all students who are potentially able to achieve them
- develop methods of teaching, assessment and quality assurance that are sensitive to the needs of all students but which do not compromise the overarching aims of fairness and consistency.

To implement our equal opportunities policy, we will;

- disseminate information about our equal opportunities policy to students and members
- ensure that performance criteria required to achieve our qualifications is appropriate for purpose, presents no unnecessary barriers, and is in the public domain
- produce checklists to be used by all authors, examiners, and verifiers of workbooks, support material and assessment instruments
- provide guidance for those students who think that they have been treated unfairly or discriminated against, within the framework of the Institute's equal opportunities policy
- ensure that all our publications and promotional literature are written clearly and designed to be as inclusive as possible
- make provisions for examination students who are registered disabled (or certified as temporarily disabled), dyslexic, blind or partially sighted; these and other disabilities will be catered for on an individual basis upon advance request.