



ADM Plant Training Ltd – Equality, Diversity & Inclusion Policy

1. Policy Statement

ADM Plant Training Ltd is committed to promoting equality, diversity, and inclusion throughout our organisation and within all training and assessment activities. We aim to create a working and learning environment where every individual is treated with dignity and respect, feels valued, and is able to achieve their full potential.

We oppose all forms of unlawful or unfair discrimination. No employee, learner, contractor, or visitor will be treated less favourably on the grounds of **gender, sex, marital status, race, ethnic origin, colour, nationality, disability, age, religion or belief, sexual orientation, gender identity, pregnancy or maternity, or any other protected characteristic** under the Equality Act 2010.

2. Our Commitments

ADM Plant Training Ltd commits to:

- **Promote a culture of inclusion** where individual differences and contributions are recognised and valued.
- **Ensure fairness and equality** in recruitment, training, promotion, and all employment practices.
- **Provide equal access** to training, assessment, and development opportunities for all learners and staff.
- **Maintain a working environment** that promotes dignity, respect, and professionalism.
- **Prevent and challenge** all forms of bullying, harassment, victimisation, or discriminatory behaviour.
- **Make reasonable adjustments** to support individuals with disabilities or additional needs.
- **Review policies and procedures regularly** to ensure they remain fair, inclusive, and compliant with legislation.
- **Take disciplinary action** where breaches of this policy occur.

Policy Reference:

ADM-POLxx

Version: 1.0

Approved By: Director

Review: Annually

3. Responsibilities

- **Directors & Senior Management:** Ensure this policy is implemented, communicated, and reviewed.
- **Employees & Contractors:** Uphold the principles of equality, diversity, and inclusion in all interactions.
- **Instructors & Assessors:** Deliver training and assessment fairly, without bias, and in accordance with awarding-body requirements.
- **Learners:** Treat staff and fellow learners with respect and report any concerns.

4. Training & Awareness

ADM Plant Training Ltd will ensure:

- Staff receive appropriate EDI awareness training.
- Learners are informed of expected standards of behaviour.
- EDI principles are embedded into our training delivery and operational practices.

5. Reporting & Addressing Concerns

Any employee or learner who feels they have been subject to discrimination, harassment, or unfair treatment is encouraged to report the matter to management. All concerns will be handled sensitively, investigated promptly, and resolved fairly.

6. Legal Framework

This policy supports and complies with:

- Equality Act 2010
- Human Rights Act 1998
- Employment Rights Act 1996
- Awarding-body equality and fairness requirements

7. Review

This policy will be reviewed annually or sooner if required due to legislative changes, awarding-body requirements, or organisational needs.

Signed: *A D Morgan*

Date: 01/07/2026

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Director ADM Plant Training Ltd

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