



# MAKERS

## Equal Opportunities Policy

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### Version Control

Version #	Date	Updated by	Description
V1_2	08/03/2019	Chloe Thornton	Added positive action statement and link to recruitment policy. Added review section

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## **OUR VISION**

The Mission of Makers Academy is to transform lives by accelerating the careers of software development professionals by integrating training with employment.

## **SCOPE**

Makers is committed to equality and diversity of opportunity for all and is opposed to any form of discrimination, harassment or less favourable treatment on any grounds of gender, race, age, ethnic origin, nationality, disability, sexual orientation, religion, beliefs, gender reassignment, marital status, civil partnership status or caring responsibilities.

Makers will ensure that diversity is valued and equality of opportunity is promoted at all times. We will promote actions that make a real difference to people both in our role as an employer and a training provider.

## **LEGAL FRAMEWORK**

The Equality Act 2010 introduced nine 'protected characteristics'. It is against the law to discriminate against someone because of their protected characteristics including:

- Age
- Disability
- Race
- Religion or belief
- Gender
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Sexual Orientation

The Equality Act recognises the following types of discrimination:

- Direct discrimination
- Indirect discrimination
- Harassment
- Victimisation
- Discrimination arising from a disability
- Failure to make reasonable adjustments

## **Direct Discrimination**

Direct discrimination is when an employer treats you differently or less favourably than someone else based on your protected characteristics, somebody thinking you have a protected characteristic (discrimination by perception) or you are connected to someone with that protected characteristic (discrimination by association).

## **Indirect Discrimination**

Indirect discrimination is where a policy or requirement applies in the same way for everybody adversely affects a group of people who share a protected characteristic and you are disadvantaged as part of the group.

## **Harassment**

Harassment is any type of unwanted behaviour which offends a person or leaves them feeling intimidated, undignified or distressed. Harassment can include physical gestures, spoken abuse, insensitive language, offensive emails, inappropriate jokes, tweets or social media interactions.

## **Victimisation**

Victimisation is when a person is treated less favourably because they have made or are believed to have made a complaint under the Equality Act 2010. Victimisation can include cases where a complaint hasn't yet been made, but a person is treated badly as there is a suspicion that they will make a complaint.

## **Discrimination arising from a disability**

The Equality Act includes discrimination arising from a disability, this means treating a person with a disability less favourably not because of their disability but because of something that arises from their disability. An example of discrimination arising from disability would be somebody with Tourette syndrome being given a written warning for swearing.

## **Failure to make reasonable adjustments**

The Equality Act provides that changes or adjustments should be made to ensure that people with a disability can access education and employment. This places a positive duty on employers and training providers to make reasonable adjustments which can include providing extra aids (eg portable induction loops for people with hearing aids), changing the way things are done or physical features of a building (eg providing ramps and stairway lifts).

## **ROLES AND RESPONSIBILITIES**

It is the responsibility of all Makers staff, learners and clients to work together to combat all forms of discrimination. This is achieved by ensuring that the Equal Opportunities policy is adhered to at all times and that all incidents of discrimination are reported and investigated through the proper channels.

Overall responsibility for implementation and overseeing this policy rests with Makers' Leadership team.

All Makers staff are responsible for supporting the development and fostering of our open and inclusive culture in which all staff and students feel able to report incidents of discrimination or harassment.

All managers are expected to actively support staff and students who choose to raise a complaint and ensure that all allegations are thoroughly investigated and dealt with in a timely and professional manner.

All Makers staff have a duty to report any incidents on discrimination, harassment or bullying that come to their attention, whether between staff or students. All staff are expected to fully cooperate, take part in and support any investigation into allegations of harassment or discrimination.

## **POSITIVE ACTION**

Makers may choose to take positive action in relation to recruitment and promotion in line with s.159 of the Equality Act 2010.

Positive action may include:

- Enabling or encouraging people who share a protected characteristic to overcome a disadvantage connected to the characteristic
- Meeting the needs of people who share a protected characteristic where those needs are different to those of people who do not have the characteristic
- Enabling or encourage people who share a protected characteristic to participate in an activity in which their participation is disproportionately low

If and when the need arises, Makers may encourage people from disadvantaged groups to apply for work. Although we may choose to use positive action, Makers will not positively discriminate against a candidate, the decision to recruit will always be made on merit alone in line with the Equality Act 2010.

Further information on our recruitment practices can be found in our Recruitment policy.

## **COMPLAINTS**

It is the responsibility of all Makers employees and representatives to combat all types of harassment, bullying and discrimination in the workplace. All complaints of discrimination or harassment will be treated seriously and dealt with promptly, fairly and in confidence.

Any member of staff or student may use the complaints procedure to raise a complaint if they believe they have:

- Been treated unfavourably in contravention of the Equality Act 2010 on the grounds of any protected characteristic
- Witnessed any other form of discrimination

Staff or students who believes that they have suffered discrimination or witnessed discrimination may choose to take either informal or formal action to resolve the issues raised.

Informal action will include speaking directly to the person they believe has discriminated against them, explaining why they object to their actions or behaviour as the person whose conduct is causing offence may be genuinely unaware that their behaviour is objectionable.

If a staff member or student feels that they are unable to approach the person directly or they have done so and they have not resolved the issue, they may choose to raise a formal complaint.

Formal complaints should be raised to the Head of People following Makers' complaints procedure as outlined in the complaints policy.

## **REVIEW**

This policy will be reviewed on an annual basis or in line with statutory and legislative requirements.