OFG Education

Equal Opportunities Statement

Outcomes First Group Policy

Owner: Head of Resourcing

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1. Policy Statement

Outcomes First Group (OFG) is committed to creating and maintaining an inclusive workplace where everyone is treated with dignity, fairness and respect.

We recognise, value and celebrate diversity and are committed to providing equal opportunities in employment, training, career development and service delivery. We will not tolerate unlawful discrimination, harassment, bullying or victimisation.

This policy applies to all employees, workers, agency staff, contractors, apprentices, volunteers, job applicants and anyone acting on behalf of OFG.

OFG aims to:

- Promote equality, diversity and inclusion across all areas of our business.
- Ensure decisions are based on merit, capability and organisational need.
- Eliminate unlawful discrimination, harassment and victimisation.
- Foster a culture where everyone feels respected, valued and able to contribute fully.
- Meet our obligations under the Equality Act 2010 and other applicable legislation.

2. Scope

Employment lifecycle

This policy applies throughout the employment lifecycle, including:

- Recruitment and selection
- Terms and conditions of employment
- Training and Development
- Career progression and promotion
- Performance management
- Reward and recognition
- Flexible working arrangements
- Redundancy and dismissal
- Day-to-day working relationships

Related policies

This policy should be read alongside:

- Equality & Diversity Policy
- Safer Recruitment & Selection Policy
- Disciplinary Policy and Procedure
- Code of Conduct & Ethics Policy
- Whistleblowing Policy
- Flexible Working Policy
- LD&T Policy

3. Protected Characteristics

OFG will not discriminate against anyone because of:

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

We also recognise that individuals may experience disadvantage due to factors not specifically protected by legislation and will seek to promote fairness and inclusion for all.

Protected characteristics under the Equality Act 2010



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4. Responsibilities

4.1 All employees

Everyone has a responsibility to:

- Treat others with dignity and respect.
- Promote equality, diversity and inclusion.
- Challenge inappropriate behaviour where safe and appropriate to do so.
- Report concerns regarding discrimination, harassment, bullying or victimisation.
- Complete mandatory equality, diversity and inclusion training.
- Comply with this policy and related procedures.

Employees who engage in discriminatory, harassing or victimising behaviour may be subject to disciplinary action.

4.2 Managers

Managers are responsible for:

- Leading by example.
- Ensuring fair and inclusive employment practices.
- Addressing concerns promptly and appropriately.
- Supporting reasonable adjustments where required.
- Promoting equal access to learning, development and progression opportunities.
- Ensuring recruitment and people decisions are objective and evidence based.
- Fostering an inclusive team culture.

4.3 Executive Leadership Team

The Executive Leadership Team has overall responsibility for:

- Promoting equality, diversity and inclusion across OFG.
- Ensuring compliance with legislation.
- Monitoring organisational data and trends.
- Driving continuous improvement.

5. Recruitment and Selection

Fair and inclusive recruitment

OFG is committed to fair, transparent and inclusive recruitment practices.

We will:

- Advertise roles using inclusive and non-discriminatory language.
- Attract candidates from diverse backgrounds.
- Assess applicants against the requirements of the role.
- Ensure recruitment decisions are based on merit, skills, experience and suitability for the role.
- Provide reasonable adjustments throughout the recruitment process where required.
- Ensure recruiting managers receive appropriate recruitment training.

Hiring managers

All hiring managers involved in recruitment and selection must complete relevant safer recruitment training, including equality, diversity and inclusion considerations.

6. Equality, Diversity and Inclusion in Employment

OFG will seek to ensure that:

- Working practices support inclusion and accessibility.
- Employees have equal access to development opportunities.
- Career progression is based on capability and performance.
- Reasonable adjustments are considered and implemented where appropriate.
- Flexible working options are considered in line with business requirements and legislation.

Equality, diversity and inclusion are fundamental principles that underpin OFG's culture, policies, practices and decision-making processes. OFG recognises that treating people fairly does not always mean treating everyone the same. We will consider individual circumstances and make reasonable adjustments where appropriate to ensure equality of opportunity.



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Any concerns regarding unequal treatment will be taken seriously and investigated appropriately.

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Section 6: Equality, Diversity and Inclusion in Employment

Training and Employee Voice

7. Training and Awareness

All employees will receive information on equality, diversity and inclusion as part of their induction.

OFG will:

- Provide mandatory safer recruitment training to all recruiting managers.
- Promote awareness and understanding of equality legislation.
- Support managers in applying inclusive practices.
- Review training content to ensure it remains current and relevant.

8. Consultation and Employee Voice

We recognise the importance of listening to colleagues and stakeholders.

Feedback may be gathered through:

- Employee surveys
- Engagement forums
- Focus groups
- Consultation exercises
- People initiatives and working groups
- Formal and informal feedback channels

Feedback will be used to help shape policy development, improve inclusion and enhance employee experience.

9. Monitoring and Reporting

OFG will monitor relevant workforce data where appropriate to:

- Identify trends and potential barriers.
- Assess the effectiveness of our practices.
- Support compliance with legal obligations.
- Inform continuous improvement activity.

Information will be reviewed in accordance with data protection requirements. Where appropriate and lawful, OFG may collect and analyse equality, diversity and inclusion data to identify trends, remove barriers and support continuous improvement.

10. Breaches of this Policy

Any act of discrimination, harassment, bullying or victimisation may constitute misconduct and will be dealt with under the appropriate company procedures. Where appropriate, concerns should be raised through:

- Line Management
- Human Resources
- Grievance Procedures
- Whistleblowing Procedures

11. Related Definitions

Direct Discrimination	Treating someone less favourably because of a protected characteristic.
Indirect Discrimination	Applying a provision, criteria or practice that disadvantages individuals sharing a protected characteristic without objective justification.
Harassment	Unwanted conduct that violates a person's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment.
Bullying	Offensive, intimidating, malicious or insulting behaviour that undermines, humiliates or injures an individual.
Victimisation	Subjecting an individual to a detriment because they have made, supported or are believed to have made a complaint or allegation under equality legislation.
Equality	Providing fair access, opportunity and treatment whilst recognising individual needs and circumstances.
Diversity	Recognising, respecting and valuing individual differences.
Inclusion	Creating an environment where everyone feels welcomed, respected and able to contribute fully.

Legislation and Review

12. Related Legislation

This policy should be read in conjunction with relevant legislation, including but not limited to:

- Equality Act 2010
- Human Rights Act 1998
- Rehabilitation of Offenders Act 1974
- Immigration, Asylum and Nationality Act 2006

13. Monitoring and Review

Annual

This policy will be reviewed annually, or sooner where legislative, regulatory or organisational changes require revision.

Last review: August 2026

Next review: August 2027