

Talk The Talk – Equality, Diversity and Inclusion Policy

Talk The Talk is committed to encouraging equality and diversity among our workforce and eliminating unlawful discrimination.

The aim is for our workforce to be representative of society and for all our customers to feel respected.

The organisation - in providing services within education - is also committed against unlawful discrimination of customers or the public.

The policy's purpose is to:

- provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time. Talk The Talk recognises that equality of opportunity will mean that people are treated in a manner to suit their individual needs and that this may be different for different people.
- not unlawfully discriminate in alignment with the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex (gender) and sexual orientation.
- oppose and avoid all forms of unlawful discrimination; this includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities.

Talk The Talk commits to:

- encourage equality and diversity in the workplace and recognises the positive benefits it brings to the organisation and clients we engage with.
- create a working environment free of bullying, harassment, victimisation, and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.

This commitment includes all employees of Talk The Talk irrespective of their role. Responsibilities include staff conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.

All staff should understand they, as well as Talk The Talk can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public.

Talk The Talk will take seriously any complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, students and any others in the course of the organisation's work activities. Any such complaint should be reported to the Director of Talk The Talk. Where the complaint is in relation to the Director of Talk The Talk, complaints should be directed to the Chair of the Board of Trustees of Talk The Talk.

If upheld, such complaints will be dealt with as misconduct under the organisation's grievance procedures and any appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and could lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

In supporting Talk The Talk meeting its aims, Talk The Talk will:

- make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
- decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
- review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.
- monitor the make-up of the workforce regarding information such as age, gender, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality and diversity, and in meeting the aims and commitments set out in the equality policy.

Monitoring will also include assessing how the equality policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

All employees of Talk The Talk are responsible for promoting and upholding the Equality, Diversity and Inclusion standards set out within this policy.

We are committed to reviewing our policies and good practice annually

This policy was last reviewed and updated in November 2025

It was adopted by the trustees on 18.11.25

This policy is due to be reviewed in July 2026



Steve Phillips
Chair of Trustees
18.11.25