



Equal Opportunities & Diversity Policy

Directors: Alex Alton & Heather Beevers

Version: 1.0

Review Date: June 2027

1. Policy Statement

Enlightenment Education Ltd is committed to promoting equality of opportunity and eliminating unlawful discrimination in all aspects of its recruitment, selection, and placement processes.

We aim to ensure that all candidates and clients are treated fairly, consistently, and with respect, regardless of background or personal characteristics.

2. Scope

This policy applies to:

- All candidates registered with Enlightenment Education Ltd
 - All employees, contractors, and associates
 - All education settings and clients engaging agency staff
 - All recruitment and placement activities undertaken by the company
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3. Legal Framework

This policy is aligned with the principles of the:

- Equality Act 2010
 - Employment law and recruitment best practice
 - Relevant safeguarding and education sector requirements
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4. Commitment to Equality

Enlightenment Education Ltd is committed to:

- Ensuring equal access to employment opportunities for all candidates
- Preventing discrimination on the grounds of protected characteristics
- Promoting fair and objective recruitment decisions
- Supporting inclusive practices within education settings

- Ensuring compliance with all applicable equality legislation

Protected characteristics include (but are not limited to):

- Age
 - Disability
 - Gender reassignment
 - Marriage and civil partnership
 - Pregnancy and maternity
 - Race
 - Religion or belief
 - Sex
 - Sexual orientation
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5. Recruitment and Selection

All recruitment decisions are based solely on:

- Skills
- Qualifications
- Experience
- Suitability for the role
- Safeguarding considerations

No candidate will be disadvantaged or excluded on discriminatory grounds.

Selection processes are designed to be fair, transparent, and consistent.

6. Responsibilities

All individuals acting on behalf of Enlightenment Education Ltd are responsible for:

- Upholding equality principles in all professional activities
 - Treating candidates, staff, and clients with dignity and respect
 - Reporting any concerns relating to discriminatory behaviour
 - Ensuring compliance with this policy at all times
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7. Client and School Engagement

We expect all client schools and education settings to operate in accordance with the Equality Act 2010 and to provide fair and non-discriminatory working environments for all agency staff.

Where concerns are raised regarding discriminatory practice, these will be addressed appropriately and may result in withdrawal of services where necessary.

8. Complaints and Breaches

Any breach of this policy will be taken seriously.

Complaints may be raised by:

- Candidates
- Clients
- Staff or contractors

All complaints will be investigated promptly, fairly, and confidentially.

Where appropriate, corrective action will be taken.

9. Monitoring and Review

This policy will be reviewed annually, or sooner if required due to changes in legislation or operational requirements.

Signed for and on behalf of Enlightenment Education Ltd

Alex Alton – Director

Heather Beevers – Director