
Equal Opportunities, Equity and Diversity Policy

1. Purpose

Theorise Ltd is committed to creating and maintaining an inclusive environment where all individuals are treated fairly, with dignity, courtesy and respect.

The purpose of this policy is to:

- Promote equality of opportunity for all.
- Prevent discrimination, harassment and victimisation.
- Foster a culture of diversity, equity and inclusion.
- Ensure compliance with the Equality Act 2010 and other relevant legislation.
- Support fair and consistent decision-making throughout the organisation.
- Ensure that all individuals engaging with Theorise Ltd are treated fairly and respectfully.

Theorise Ltd recognises that diversity strengthens our organisation and enhances the services we provide to students, support staff, educational institutions and other stakeholders.

2. Scope

This policy applies to:

- Directors
- Employees
- Support Staff
- Agency Workers
- Self-Employed Consultants
- Contractors

- Volunteers

- Applicants

The policy applies to all aspects of engagement with Theorise Ltd including:

- Recruitment and selection

- Allocation of assignments

- Training and development

- Promotion opportunities

- Working relationships

- Support provision

- Service delivery

- Meetings and events

- Communications

- Performance management

- Termination of engagement

The policy applies to conduct occurring:

- In person

- Online

- By telephone

- By email

- Through social media

- During training events

- During work-related activities

- During student support sessions

3. Statement of Commitment

Theorise Ltd is committed to providing an environment in which everyone is treated fairly and with respect.

We are committed to promoting equality, diversity, inclusion and equity and will not tolerate discrimination, harassment, victimisation or any form of unfair treatment.

All decisions relating to recruitment, engagement, assignment allocation, training, development and progression will be based on objective and lawful criteria.

We are committed to ensuring that all individuals have the opportunity to fulfil their potential free from unlawful discrimination and unnecessary barriers.

4. Equality, Diversity, Inclusion and Equity

The principles of equality, diversity, inclusion and equity are central to everything we do.

Equality

Equality means ensuring individuals have access to the same opportunities and are treated fairly regardless of their background or personal characteristics.

Diversity

Diversity means recognising, valuing and celebrating the differences that exist between individuals.

Inclusion

Inclusion means creating an environment where everyone feels welcomed, respected, supported and able to contribute fully.

Equity

Equity means recognising that some individuals may face barriers or disadvantages and taking reasonable steps to remove those barriers and provide fair opportunities for all.

5. Protected Characteristics

Theorise Ltd will not discriminate on the basis of any protected characteristic under the Equality Act 2010.

Protected characteristics include:

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

Theorise Ltd is also committed to treating individuals fairly regardless of:

- Socio-economic background
- Caring responsibilities
- Working pattern
- Employment status
- Health condition
- Educational background
- Other personal circumstances not protected by legislation

6. Responsibilities

Responsibilities of All Individuals

All individuals engaged by Theorise Ltd are responsible for:

- Treating others with dignity and respect.
- Promoting equality, diversity and inclusion.

- Challenging inappropriate behaviour where appropriate.
 - Complying with this policy.
 - Reporting concerns where appropriate.
 - Contributing to an inclusive working environment.
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Responsibilities of Managers and Senior Staff

Managers and senior staff are expected to:

- Lead by example.
 - Promote a positive and inclusive culture.
 - Ensure decisions are made fairly and objectively.
 - Address inappropriate behaviour promptly.
 - Support individuals raising concerns.
 - Ensure reasonable adjustments are considered where appropriate.
 - Promote awareness of equality, diversity and inclusion.
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Responsibilities of Directors

Overall responsibility for the implementation, monitoring and review of this policy rests with the Directors of Theorise Ltd.

Directors are responsible for ensuring that appropriate systems, procedures and training are in place to support compliance with this policy.

7. Recruitment, Selection and Engagement

Theorise Ltd is committed to ensuring recruitment, selection and engagement processes are fair, objective and free from unlawful discrimination.

Selection decisions will be based on:

- Skills
- Qualifications
- Experience
- Competence
- Suitability for the role
- Operational requirements

Where appropriate, positive action measures may be considered in accordance with applicable legislation to address underrepresentation or disadvantage experienced by particular groups.

Reasonable adjustments will be considered throughout recruitment and selection processes.

8. Service Delivery

Theorise Ltd is committed to delivering services fairly and inclusively.

All students, educational institutions and service users will be treated with dignity, respect and fairness regardless of their background or personal characteristics.

Theorise Ltd will seek to identify and remove barriers that may prevent individuals from accessing services.

We are committed to ensuring that support services are delivered in a manner that promotes accessibility, inclusion and equal opportunity.

Supporting Students

As a provider of specialist educational support services, Theorise Ltd is committed to ensuring students are treated fairly, respectfully and without discrimination.

Reasonable adjustments will be considered wherever appropriate to support students in accessing educational support services.

Support provision will be tailored to individual needs and delivered in a manner that promotes independence, inclusion and equality of opportunity.

9. Disability, Accessibility and Reasonable Adjustments

Theorise Ltd recognises its responsibilities under the Equality Act 2010 and is committed to supporting disabled individuals.

Reasonable adjustments will be considered and implemented wherever reasonably practicable to remove barriers and improve accessibility.

Adjustments may relate to:

- Recruitment processes
- Training activities
- Working arrangements
- Support provision
- Communications
- Assessments
- Meetings
- Physical accessibility

Individuals are encouraged to inform Theorise Ltd of any adjustments they may require so that appropriate support can be considered.

Neurodiversity

Theorise Ltd recognises and values neurodiversity and acknowledges that individuals may think, learn and communicate differently.

We are committed to supporting neurodivergent students, support staff, applicants and employees, including but not limited to individuals with:

- Dyslexia
- Dyspraxia
- Dyscalculia
- ADHD

- Autism

Reasonable adjustments will be considered wherever appropriate and individuals will be treated with dignity, respect and understanding.

10. Types of Unlawful Conduct

Direct Discrimination

Direct discrimination occurs where an individual is treated less favourably because of a protected characteristic.

Indirect Discrimination

Indirect discrimination occurs where a provision, criterion or practice applies equally to everyone but disproportionately disadvantages individuals who share a protected characteristic and cannot be objectively justified.

Harassment

Harassment is unwanted conduct related to a protected characteristic that has the purpose or effect of:

- Violating an individual's dignity
- Creating an intimidating environment
- Creating a hostile environment
- Creating a degrading environment
- Creating a humiliating environment
- Creating an offensive environment

Examples may include:

- Offensive jokes or comments
- Derogatory remarks
- Unwanted physical contact

- Inappropriate messages or emails
 - Offensive images or material
 - Unwanted sexual advances
 - Repeated unwanted conduct
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Victimisation

Victimisation occurs where an individual is treated less favourably because they have:

- Raised a complaint
- Raised a concern
- Supported another person's complaint
- Participated in an investigation
- Intended to raise a concern

Victimisation will not be tolerated.

11. Reporting Concerns

Individuals who believe they have experienced or witnessed discrimination, harassment, victimisation or other conduct contrary to this policy are encouraged to raise concerns as soon as reasonably practicable.

Concerns may be raised informally where appropriate.

Formal concerns should be reported to:

Dany Brunton

Director

dany@theorise ltd.com

All concerns will be treated seriously and investigated fairly, objectively and proportionately.

Individuals raising concerns in good faith will not suffer detriment for doing so.

12. Monitoring and Review

Theorise Ltd is committed to reviewing equality, diversity, inclusion and equity across the organisation.

Monitoring may include:

- Workforce information
- Recruitment and engagement data
- Student feedback
- Staff feedback
- Complaints and grievances
- Service reviews
- Policy reviews

Information gathered will be used to identify trends, remove barriers and support continuous improvement.

13. Policy Breaches

Conduct contrary to this policy may result in:

- Informal action
- Additional training
- Removal from assignments
- Formal investigation
- Termination of engagement
- Other appropriate action

The action taken will depend upon the seriousness of the conduct and the surrounding circumstances.

14. Policy Review

Item	Details
Policy Owner	Dany Brunton
Approved By	Director
Version	Version 2.0
Last Reviewed	26/05/2026
Next Review Date	26/05/2027
Review Frequency	Annually

This policy should be read alongside:

- Dignity at Work Policy
- Conduct, Performance, Concerns and Grievance Procedure
- Safeguarding Policy
- Data Protection Policy
- Complaints Policy
- Recruitment, Selection and Vetting Policy.