

TRAINING CAVE



Policy Title	Equality, Diversity & Inclusion Policy
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Approved By	Jack Sunderland Director Training Cave Club Ltd

1. Purpose

Training Cave Club Ltd provides boxing, fitness, coaching and independent alternative provision. We will provide fair access to our services and employment, respect individual differences and remove avoidable barriers. Decisions will be based on relevant needs, safety, suitability and objective evidence rather than assumptions or stereotypes.

This policy sets out how we prevent and respond to discrimination, harassment and victimisation; make reasonable adjustments for disabled people; and promote an environment in which learners, members, staff and visitors are treated with dignity.

2. Scope

This policy applies to:

- Children and young people referred to or attending alternative provision;
- Adult and junior gym members, applicants and participants;
- Job applicants, employees, self-employed coaches and tutors, volunteers and contractors;
- Parents, carers, visitors, commissioners and partner organisations; and
- Suppliers and other people acting on behalf of Training Cave.

It applies to recruitment, referrals, admissions and membership; education, coaching and assessment; facilities and equipment; employment and training; competitions and off-site activity; communication and online conduct; and decisions to restrict, suspend or end access.

3. Legal and Guidance Framework

This policy is informed by:

- The Equality Act 2010 and its applicable employment and service-provider duties;
- The Human Rights Act 1998;
- Department for Education alternative provision guidance;
- The Special educational needs and disability code of practice: 0 to 25 years, where relevant to work with commissioners and a learner's education, health and care plan;
- Keeping Children Safe in Education and Working Together to Safeguard Children, where relevant to safeguarding practice; and
- Applicable data protection, health and safety and employment law.

Training Cave is an independent provider and boxing gym, not a school. We apply the Equality Act duties that apply to us as an employer and provider of services. Schools and local authorities commissioning placements retain their own legal duties. The Public Sector Equality Duty applies to public bodies and may also apply to an organisation when it is exercising a public function; whether it applies depends on the function and arrangements involved.

4. Statement of Commitment

Training Cave will:

- Provide equal opportunity and fair treatment in access to services and employment;
- Identify and remove avoidable barriers to participation;
- Consider reasonable adjustments promptly and record agreed arrangements;
- Challenge discriminatory language, harassment and exclusion;
- Use objective, proportionate criteria for placement, training and safety decisions;
- Make reporting accessible and protect people from retaliation; and
- Review information and incidents to identify patterns and improve practice.

5. Protected Characteristics and Wider Inclusion

- The protected characteristics in the Equality Act 2010 are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The way each protection applies varies between employment, services and other legal contexts.
- Discrimination can also be unlawful where treatment is connected with a person's association with someone who has a protected characteristic, or a perception that the person has one. Training Cave will seek advice where the legal position or an exception is unclear.
- We also aim to prevent unfair treatment connected with care experience, caring responsibilities, economic disadvantage, neurodiversity, language, literacy, appearance or family circumstances. These matters are not all protected characteristics, but they can affect access, participation and wellbeing.

6. Unacceptable Conduct

Training Cave will not tolerate:

- Direct discrimination, where someone is treated less favourably because of a protected characteristic;
- Indirect discrimination, where a provision, criterion or practice disadvantages a protected group and cannot be objectively justified;
- Discrimination arising from disability;
- A failure to make reasonable adjustments where the duty applies;

- Harassment, including unwanted conduct related to a protected characteristic that violates dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment;
- Sexual harassment; or
- Victimisation because a person has raised, supported or is believed to have raised an equality concern or exercised a right under the Equality Act.

Bullying and discriminatory behaviour may also be a safeguarding, conduct or disciplinary matter. Describing conduct as humour, banter or a misunderstanding does not prevent Training Cave from acting when it causes harm or creates an unsafe environment.

7. Reasonable Adjustments and Accessibility

Training Cave will consider what reasonable steps can prevent a disabled person from being placed at a substantial disadvantage. Service arrangements will be considered in advance where possible, and individual requests will be assessed promptly. A formal diagnosis is not always needed before support can be considered.

Adjustments may include:

- Changes to communication, instructions, timetables, session length, group size or supervision;
- Accessible information or additional time to understand and respond;
- Adaptation of teaching, coaching, assessment, equipment or the physical environment;
- Planned breaks, quieter spaces or support with sensory and emotional regulation;
- Permission for an assistant, interpreter or agreed support person where appropriate; and
- Adjustments to recruitment, induction, training or working arrangements.

An adjustment must be safe, workable and effective. Training Cave will not remove an essential safety requirement, but will consider safer alternatives before deciding that participation cannot proceed. We will explain significant decisions and, for commissioned learners, work with the parent or carer, school, local authority and relevant professionals.

A request can be made verbally or in writing to any member of staff or to info@trainingcave.co.uk. Staff will record the request, the information considered, the decision, the person responsible for action and any review date.

8. Alternative Provision Referral and Placement

Referrals and placement decisions will consider the learner's educational and support needs, safeguarding information, health and safety, the proposed programme, staffing and whether Training Cave can meet the identified need. We

will not use a diagnosis, disability, protected characteristic or stereotype as a blanket reason to refuse a referral.

Before or at the start of a placement, Training Cave will seek relevant information from the commissioner, including:

- The learner's strengths, needs, views and agreed outcomes;
- Special educational needs, disabilities and reasonable adjustments;
- Relevant education, health and care plan information;
- Medical, communication, sensory, behaviour and safeguarding information; and
- Existing support plans, risk assessments and professional advice.

The referring school or local authority remains responsible for its commissioning and statutory duties. Training Cave will share relevant attendance, progress, welfare and safety information and will review whether the placement remains suitable. Any proposal to vary or end a placement will be discussed with the commissioner and parent or carer, except where immediate action is needed to keep people safe.

9. Inclusive Boxing & Gym Practice

Training Cave will make everyday coaching and gym services inclusive while maintaining the controls needed for safe contact sport. Grouping or matching by age, weight, experience, competence, physical capability or medical risk may be appropriate where it is based on evidence and is proportionate to safety or the activity. It must not be used as a proxy for excluding a protected group.

Competition eligibility and categories will follow the applicable law and the rules of the relevant governing or competition body. Staff must not invent additional restrictions. Where a rule affects participation, the individual will be treated respectfully and offered suitable training or participation alternatives where reasonably possible.

Training Cave will consider individual needs relating to:

- Religious or cultural clothing, dietary requirements, fasting and observance;
- Privacy, changing arrangements and personal care;
- Physical contact during instruction and coaching;
- Pregnancy, disability, injury and health conditions; and
- Sex, gender reassignment and safeguarding.

Arrangements will be discussed privately and decided case by case, balancing dignity, equality, safeguarding, privacy and safety. Information about a person's health, disability or gender history will be restricted to staff who need it for a lawful purpose.

10. Learning Environment and Behaviour

Staff will model respectful language, establish clear expectations and intervene when they witness discriminatory conduct. Learning and coaching materials will be selected and delivered without avoidable stereotypes. Learners and members will be encouraged to listen to different experiences and challenge prejudice safely.

Discriminatory language, harassment, bullying, sexual harassment and targeted intimidation will be managed under the Behaviour Management and Relationships Policy, Anti Bullying Policy and safeguarding procedures as appropriate. Responses will consider the effect on the person harmed, the seriousness and pattern of conduct, age and understanding, SEND, intent, risk and any previous action.

11. Recruitment and Employment

Training Cave will:

- Use role-related criteria and a consistent, documented selection process;
- Advertise and recruit in ways that do not unlawfully exclude applicants;
- Ask health or disability questions before an offer only where permitted by law;
- Offer reasonable adjustments to applicants and workers where required;
- Provide fair access to induction, training, pay, work allocation and progression;
- Prevent and respond to harassment, sexual harassment and victimisation; and
- Make decisions about performance, discipline, redundancy and termination on objective evidence and under the relevant procedure.

Staff, contractors and volunteers must follow this policy. Employment complaints may be raised through the appropriate grievance, disciplinary or whistleblowing route. Safeguarding concerns about an adult working with children must be reported under the Child Protection and Safeguarding Policy.

12. Communication and Information

Information about services, referrals, membership and complaints will be written as clearly as possible. Training Cave will consider alternative formats, communication support or interpretation where this is reasonable and needed for access. People should tell us what support would help; staff should also act where a need is apparent.

Images, case examples and publicity must respect dignity and consent and should not reinforce harmful stereotypes. Personal information will be handled under the Data Protection Policy and shared only where there is a lawful reason.

13 Reporting an Equality Concern

A learner, member, parent, carer, employee, visitor or partner can report a concern to any trusted member of staff, a manager or info@trainingcave.co.uk. Reports may

be verbal or written. Reasonable adjustments will be made to help a person report or take part in the response process. Anonymous information will be considered where there is enough detail to assess it.

No one will be disadvantaged for raising a concern in good faith or supporting someone else's complaint. Knowingly false or malicious information may be addressed under the relevant procedure, but a concern that is not upheld is not, by itself, evidence of bad faith.

14. Responding to Concerns

Training Cave will:

- Address immediate safety and safeguarding needs;
- Listen to the person raising the concern and explain the next steps;
- Record the concern and decide which policy or procedure applies;
- Appoint someone sufficiently impartial to gather relevant information;
- Give affected people a fair opportunity to respond, subject to safeguarding and confidentiality;
- Take proportionate action and provide an outcome as far as privacy permits; and
- Review support, adjustments, risk controls and any wider learning.

A concern involving a child or vulnerable person will be referred to the Designated Safeguarding Lead where appropriate. Training Cave may notify the referring school, local authority, parent or carer, police, Children's Social Care or another agency when required or necessary to protect someone. An employment matter will be handled under the relevant employment procedure.

A person who is dissatisfied with Training Cave's handling of a service complaint may use the Compliments Comments and Complaints Policy. This does not prevent anyone from obtaining independent advice or using an external legal or regulatory route.

15. Roles and Responsibilities

15.1 Director and Management

- Approve, implement and review this policy;
- Ensure equality risks and reasonable adjustments are considered in decisions;
- Provide suitable staff information and training;
- Oversee serious concerns and improvement actions; and
- Seek specialist advice where needed.

15.2 Staff, Coaches, Tutors, Volunteers and Contractors

- Follow this policy and treat people with dignity;
- Make day-to-day practice accessible and raise adjustment needs promptly;

- Challenge and report discriminatory conduct;
- Keep sensitive information confidential; and
- Cooperate with enquiries, support plans and agreed actions.

15.3 Learners, Members and Visitors

- Treat others respectfully and follow reasonable instructions;
- Avoid discriminatory, harassing or intimidating conduct; and
- Report concerns and cooperate with proportionate safety and behaviour measures.

16. Monitoring and Records

Management will review equality concerns, complaints, bullying and behaviour incidents, reasonable-adjustment requests, recruitment information and patterns in referrals, attendance, participation, suspension and placement endings where proportionate and lawful. The purpose is to identify barriers, disproportionate outcomes or repeated concerns and to check whether actions were completed.

Only information needed for a defined purpose will be collected. Access will be restricted, records will be kept securely and reporting will avoid identifying individuals, especially where numbers are small. Equality monitoring information will not be used to make unrelated decisions about an individual.

17. Related Documents

- Child Protection and Safeguarding Policy;
- Behaviour Management and Relationships Policy;
- Anti Bullying Policy;
- Compliments Comments and Complaints Policy;
- Health and Safety Policy and relevant risk assessments;
- Data Protection Policy; and
- Recruitment, referral, placement and employment procedures, where applicable.

18. Policy Review

The Director will review this policy at least annually and sooner after a significant incident, complaint or legal change, or where monitoring identifies a gap. The review will check whether the policy reflects current services, commissioning arrangements and practice.

19. Contact Details

Training Cave Club Ltd

Unit 10, Carrmills Business Centre, Birstall, WF17 9JX

Email: info@trainingcave.co.uk

20. Principal Reference Sources

- Equality Act 2010 and official government guidance on the Act;
- Equality and Human Rights Commission statutory codes of practice;
- Department for Education alternative provision guidance;
- Special educational needs and disability code of practice: 0 to 25 years;
- Keeping Children Safe in Education; and
- Working Together to Safeguard Children.

Reference sources support this policy but do not replace advice on a specific case. Management should seek legal, safeguarding, employment or governing-body advice when an issue is complex or contested.