



Equality and Diversity Policy

Introduction and scope

The Berne Institute is committed to the implementation of a policy to achieve equality of opportunity non-discrimination and access for communities, both in terms of entry to and attendance on training programmes, in its procedures and practices, in subsequent involvement in The Berne community, and in its staffing profile. In recognising our responsibilities under the Equality Act 2010, we believe that a culture that actively embraces equality and values diversity helps us ensure that everyone feels involved, respected and included in our plans, programmes and activities.

The Berne's commitment includes, and goes beyond, an undertaking not to discriminate on grounds of age, race, ethnic or national origin, gender, sexual orientation, disability, religion or belief, membership of professional bodies and recognised trade unions, marital status, family responsibilities, pregnancy/maternity, social class, age and political beliefs.

Any instances of bullying, harassment or victimisation towards trainees and staff is unacceptable and complaints will be subject to investigation and action.

All staff, students and visitors are expected to respect and act in accordance with the policy, and the principles of Transactional Analysis that respects the OKness of all people.

As well as this anti-discriminatory undertaking, the Institute pursues an active commitment to the achievement of good equal opportunities practice in all aspects of the Berne Institute's philosophy, training, practice and access. Steps are also taken to ensure that all staff, students and visitors are made aware of this policy by a programme of dissemination.

Aim of the policy

The aim of the policy is to prevent discriminatory practices and create a culture of respect and inclusion for The Berne's trainees, staff and visitors.

Our responsibilities

We:

- seek to create an environment in which the uniqueness, diversity and contributions of all trainees and staff are recognised and valued;
- support trainees and staff to develop equality and diversity awareness and understanding through appropriate training;
- integrate equality and diversity awareness into our training programmes;
- monitor applications and admissions patterns to ensure equality of opportunity;
- ensure our practices and procedures are consistent with the aim of this policy;

- provide reasonable resources to implement and monitor this policy;
- regularly review the outcomes of monitoring.

Application of the policy

We support the application of the policy in the following ways:

- Practical provisions which support the needs of particular groups of trainees and staff will be reviewed periodically.
- Student progress is monitored and positive steps taken to address any inequalities identified.
- Course organisation and teaching materials take account of the needs of different groups and cultures.
- Care is taken to ensure that teaching materials are non-discriminatory, and that they positively reflect the diversity of the Berne Institute's community.
- The content of training courses includes training on working with diversity and diverse groups.
- An equal opportunities statement appears in all The Berne Institute's course brochures and in the information on the website.
- The Berne Institute's publicity materials reflect the diversity of its community and shows positive images of all groups and sections.
- Course materials, as well as publicity, use non-discriminatory and positive language which includes all sections of the community.
- Monitoring is carried out, and outcomes regularly reviewed by the Director.
- Any complaint about discrimination, bullying or harassment will be treated seriously and investigated personally by the Director, supported by an Ethics Committee.
- We provide bursaries and subsidised training to enable open access to TA training.
- We have Diversity Training, supported by UKATA, open to all trainers and supervisors.

Review

The policy will be periodically reviewed and updated to ensure that it reflects up to date equality legislation and best practice.

Updated: January 2019