

## **Equality, Diversity and Inclusion 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, which protects people from discrimination, harassment or victimisation, 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 Equality Act 2010 specifies a number of 'protected characteristics', which are:

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

The Berne Institute's commitment goes beyond these protected characteristics and embodies an undertaking not to discriminate on grounds of membership of professional bodies and recognised trade unions, family responsibilities, social class 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.

The overall 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.

## Definitions

'*Equality*' means that everybody has the same opportunities and is treated with the same respect. Equal Opportunity is not about treating everyone the same but ensuring that people have the same opportunities in life as others, including the right to be treated without discrimination.

'*Diversity*' literally means difference. It recognises that though people have things in common with each other, they are also different and unique in many ways. Diversity is about accepting, respecting & valuing those differences and is strongly linked with promoting human rights and freedoms, based on principles such as dignity and respect.

'*Intersectionality*' refers to the interconnected nature of social categorisations such as race, class, and gender, regarded as creating overlapping and interdependent systems of discrimination or disadvantage.

'*Inclusion*' means ensuring that everybody has a voice and a means to participate, which may involve making reasonable adjustments to our usual processes. The goal of inclusion is to help everyone feel accepted and able to share their opinions and thoughts without hesitation or fear of discrimination.

## Types of Discrimination

*Direct discrimination* - where a person is treated less favourably than others because of a protected characteristic.

*Indirect discrimination* - where a rule or arrangement which cannot be justified is applied to everyone but puts those with a protected characteristic at an unfair disadvantage.

*Discrimination by association* - where a person is treated less favourably because they associate or are connected with someone who possesses a protected characteristic.

*Harassment* - unwanted behaviour linked to a protected characteristic that violates someone's dignity or creates an offensive environment for them.

*Unconscious bias* - making judgments or decisions on the basis of prior experience, personal deep-seated thought patterns, assumptions or interpretations often outside of awareness. Importantly, people can hold both a positive bias and a negative bias towards individuals and groups.

*Micro-aggressions* - verbal, nonverbal, and environmental slights, snubs, or insults, whether intentional or unintentional, which communicate hostile, derogatory, or negative messages to target persons based solely upon their marginalised group membership.

## 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, diversity and inclusion awareness and understanding through appropriate training;
- integrate equality, diversity and inclusion 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.
- This Policy is included on the public pages of The Berne Institute's website.
- The Berne Institute's publicity materials reflect the diversity of its community and show 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 and the Quality Team.
- 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 2021