



ABM Training Centre

Equality, Diversity & Inclusion (EDI) Policy

Version: 1.0

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1. Purpose

The ABM Training Centre is committed to fostering an inclusive and equitable learning environment where all individuals feel valued, respected, and supported. This policy outlines our approach to Equality, Diversity, and Inclusion (EDI) in accordance with the Equality Act 2010, ILM accreditation standards, and best practices in business education.

This policy applies to:

- Learners enrolled in ILM-accredited and CPD courses.
- Trainers, assessors, and staff delivering training and managing the centre.
- ABM members and business mentors engaging with our training services.

2. Our Commitment to EDI

We are dedicated to:

- **Equal Opportunities** – Ensuring all learners, trainers, and staff have fair and equal access to training and development.
- **Diversity** – Celebrating and embracing neurodivergence and different backgrounds, experiences, and perspectives.
- **Inclusion** – Creating a welcoming learning space where everyone feels respected and valued.
- **Accessibility** – Removing barriers that prevent individuals from fully participating in our training programmes.
- **Continuous Improvement** – Regularly reviewing and updating our approach to ensure compliance with best EDI practices.

3. Legal & Regulatory Framework

This policy aligns with:

- Equality Act 2010 – Protecting individuals from discrimination based on age, disability, gender, race, religion or belief, sexual orientation, pregnancy, marriage/civil partnership, and gender reassignment.
- ILM & Ofqual Guidelines – Ensuring fair and unbiased assessment and training practices.
- UK GDPR & Data Protection Act 2018 – Protecting the confidentiality and privacy of learners' personal data.

4. How We Embed EDI in the Training Centre

Fair and Inclusive Training - We provide fair and inclusive training through our: -

- **Course Design & Delivery**
 - Training materials and resources are developed to reflect diverse perspectives and avoid bias.
 - Course delivery methods are flexible and accessible, supporting different learning needs and preferences.
 - All learners have the opportunity to contribute, engage, and thrive.
- **Accessible Online Learning**
 - Digital content meets accessibility standards (e.g., screen reader compatibility, captioned videos).
 - Alternative formats (e.g., large print, transcripts) are available upon request.
- **Fair Assessment Practices**
 - Assessments are designed to eliminate bias and ensure equal opportunity.
 - Reasonable adjustments are made for learners with disabilities, in line with ILM requirements.
 - Appeals processes are transparent and accessible to all learners.

Inclusive & Respectful Environment – we will create an inclusive environment for everyone, celebrating the diversity they bring, through our: -

- **Conduct**

- Zero tolerance for discrimination, harassment, or bullying – any form of prejudice will be addressed swiftly.
- All learners, trainers, and staff are expected to uphold a culture of mutual respect and inclusion.
- **Feedback & Reporting**
 - Learners and staff can confidentially report concerns related to discrimination or exclusion via or training email inbox - training@associationofbusinessmentors.org or speak to the Principal Trainer (Centre Management). The ABM Training Centre Complaints Procedure can also be used.
 - All reports will be taken seriously, investigated, and appropriate action taken.

5. Responsibilities & Accountability

Training Centre Leadership including the IQA

- Embeds EDI principles into all training, policies, and operations.
- Reviews EDI practices regularly to ensure compliance with UK law and ILM standards.

Trainers, Assessors & Staff

- Undergo regular EDI training to ensure inclusive teaching and assessment.
- Actively promote fairness and inclusion in all training sessions.

Learners & Members

- Expected to treat peers, trainers, and staff with respect and inclusivity.
- Encouraged to report any concerns about discrimination, exclusion, or bias.

6. Review & Monitoring

This policy will be reviewed annually to ensure alignment with:

- Changes in UK law and ILM accreditation requirements.
- Feedback from learners, staff, and stakeholders.
- New research and best practices in EDI.

7. Contact & Support

For any EDI-related concerns or reasonable adjustments, please contact the Training Team inbox – training@associationofbusinessmentors.org, or speak to your tutor, assessor or the Principal Trainers.

We are committed to ensuring that everyone at the ABM Training Centre has a fair, inclusive, and enriching learning experience.

Document Version History			
1.0	30/01/2025	Liz King	First Draft