

Equality, Diversity and Inclusion Policy

Document reference	UKSEQ-POL-008
Policy area	Governance
Version	0.1 — Draft
Status	In development — not approved for operational use
Policy owner	UKSEQ Quality & Compliance Lead (proposed)
Approval authority	UKSEQ Board (proposed)
Effective date	To be confirmed upon approval
Review frequency	Annually and following material change
Next review	12 months after approval

1. Purpose and scope

This policy establishes the proposed UKSEQ approach to equality, diversity and inclusion. It applies to UKSEQ directors, employees, contractors, centres and learners as relevant to their roles. It will take effect only when formally approved and implemented. UKSEQ is not currently recognised by Ofqual or Qualifications Wales and does not currently award regulated qualifications.

2. Responsibilities

The Board is accountable for approving the policy and ensuring sufficient resources and independent oversight. The designated Quality & Compliance Lead is responsible for implementation, monitoring and escalation. Centres and authorised personnel must comply with applicable requirements, cooperate with reviews and maintain accurate records. Specific appointments and delegated authorities must be confirmed before the policy takes effect.

3. Commitment

UKSEQ commits to fair treatment, dignity, inclusion and equal opportunity for learners, staff, centres and applicants, subject to applicable equality law.

4. Protected characteristics

Decisions must not unlawfully discriminate on grounds protected by the Equality Act 2010, including disability, race, sex, age, religion or belief and other protected characteristics.

5. Qualification and assessment design

Qualification design will examine barriers, language accessibility, cultural assumptions, assessment formats and disproportionate outcomes without lowering essential competence standards.

6. Recruitment and centre approval

Employment, contractor appointment and centre approval decisions must use objective, published criteria and documented decisions.

7. Reasonable adjustments

UKSEQ will maintain an accessible process for requesting and implementing reasonable adjustments and provide accessible communications wherever practicable.

8. Reporting and response

Discrimination, harassment or victimisation concerns may be raised through the complaints and safeguarding routes as appropriate; retaliation is prohibited.

9. Review and accountability

UKSEQ will review available equality information proportionately, identify trends and record improvements while minimising personal data.

10. Monitoring, records and review

Compliance will be monitored through management review, sampling, incident analysis and internal audit as appropriate. Records of decisions, exceptions, approvals and corrective actions must be maintained in approved secure systems. This policy will be reviewed annually, and sooner following relevant legal or regulatory change, material incident or identified weakness.

11. Related documents

This policy should be read alongside the UKSEQ policy suite, applicable qualification specifications, approved centre agreements and relevant statutory or regulatory requirements. In any conflict, applicable law and binding regulatory conditions take precedence.

Document control and approval

Prepared for consultation and Board review. Before issue, UKSEQ must confirm named accountable officers, contact routes, delegated decision rights, service standards, implementation evidence and any necessary regulatory cross-references.

Approved by	Pending
Approval date	Pending
Next scheduled review	12 months after approval