MAXIMIZE EDUCATION LTD

EQUAL OPPORTUNITIES POLICY

EQUALITY & DIVERSITY

REVIEWED JUNE 2026

EQUAL OPPORTUNITIES POLICY

Maximize Education Ltd is committed to achieving equal opportunities, respects and values diversity. It is committed to applying equality of opportunity in all its practices and objective/service delivery with regard to ethnic origin, age, gender, religion or belief, sexual orientation, marital status and disability or any other criterion not relevant to the point at issue.

All Maximize Education Ltd personnel and service users have a duty as part of their involvement with Maximize Education Ltd to do everything they can to ensure that the policy works in practice.

Maximize Education Ltd Management will bring to the attention of all personnel the existence of this policy and will provide such training as is necessary to ensure that the policy is effective and that everyone is aware of it.

Reference to the policy should be included in the contract documents with outside agencies.

Equal Opportunities Policy Implementation

Maximize Education Ltd accepts responsibility to promote equal opportunities and challenge discrimination wherever it occurs. This document sets out the main consequences of this commitment and the action to be taken in order to achieve equal opportunities.

We will actively monitor all activities to ensure that we are serving the needs of all.

It is the responsibility of all **Maximize Education Ltd** personnel and service users to ensure that no other personnel member or service user receives less favourable treatment than another on the grounds of age, ethnic origin, disability, sexual orientation, religion or belief, marital status or gender.

We will encourage our personnel and any staff of any organisation working with us to take positive steps to ensure that the needs of minority communities and disadvantaged people are met.

We will listen carefully to what people tell us they need from **Maximize Education Ltd** and do everything in our power and within our resources to ensure their needs are met.

This policy will be reviewed every (three) years or when new legislation requires it.

Physical access
Maximize Education Ltd premises will be reviewed regularly so that access by

personnel and users with disabilities can be maintained and improved where necessary.

Recruitment and Employment Practices
It is vitally important that **Maximize Education Ltd** personnel understand the full diversity of their clientele.

As far as it lies within our power, we will ensure that our recruitment processes are designed to ensure equal access for all.

Our job specifications are designed to allow for as wide as possible a range of transferable experience and qualifications to be taken into account while complying with the requirements of the advertised position.

The **Maximize Education** work force is never likely to be large enough to reflect full diversity. However, we will do everything we can to ensure that those we do employ share our belief in the value of everyone and reflect that belief in their work.

Adopted Jan 2019

Reviewed August 2024