



Equality, Diversity and Inclusion Policy

September 2025

1. Statement

Boomsatsuma is committed not only to its legal obligations but also to realising the positive benefits of having a diverse workforce by acknowledging that every individual is different and has something unique to bring to the organisation. We want to be inclusive and to value and integrate their perspectives within our organisation.

We aim for every individual to be able to perform at their best, which is why we are committed to equality in accordance with legislative provisions as a given, and in addition, recognise that a diverse workforce is positive for all parties.

We expect everyone to treat the people you come into contact with as part of your work, with respect, and to support us in implementing our policy day by day in the workplace.

All employees of the Company will be made aware of the provisions of this policy and what is expected of them in how they relate to colleagues.

In addition, training in Diversity and Equality will be part of our induction training, and refresher training will be given to all employees from time to time.

The application of recruitment, training, and promotion policies to all individuals will be on the basis of job requirements and the individual's ability and merits, and we will seek to follow best practice.

The impact on an employee or groups of employees who are being discriminated against results in unhappy, less productive and de-motivated people, and this can have a negative impact on business success, as well as the important collaborative culture of the organisation.

Therefore, we will not condone any unlawful discriminatory act or attitude in the course of your employment or in your dealings with our students, suppliers, members of the public

or with fellow employees. Alleged acts of unlawful discrimination, harassment or victimisation will result in disciplinary procedures being implemented.

2. Definitions

We believe it is important to explain some of the terminology that is often used in relation to Diversity and Equality.

- **Diversity** is about understanding, recognising, respecting and valuing differences.

- **Equality** is about managing differences so that everyone has equality of opportunity through a fair and consistent approach to the application of rules, policies and procedures.

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- **Inclusion** is about how well the contributions, presence and perspectives of different groups of people are valued and integrated into an environment.

3. boomsatsuma's commitment to Equality, Diversity and Inclusion is:

- To confirm the commitment of boomsatsuma to the principle of equality, diversity and inclusion for all.
- To ensure boomsatsuma complies with all laws and directives relevant to equal opportunities and procedures are in place to clarify and support this intention.
- To create an inclusive environment where differences are celebrated and everyone is valued and respected.
- To address under representation within the workplace and in particular leadership positions
- To ensure that boomsatsuma has a sound system of monitoring and review of progress so that good practice is identified, issues addressed and a culture of equality and diversity is embedded in all aspects of the work of boomsatsuma.

Our approach is underpinned by the Legal Framework which is summarised at Appendix 1.

However, alongside the legal framework, other aspects of a person's identity, background or circumstance can cause them to experience discrimination, for example a person's socio-economic status, class or background.

boomsatsuma is committed to advancing equality and contributing to the elimination of

discrimination on these and other grounds as well.

4. Scope

This policy covers all employees, workers and agency workers.

In order to ensure commitment to the principles outlined in the policy, Equality, Diversity and Inclusion will be reviewed regularly by the Senior Leadership team.

5. Responsibilities

- The ultimate responsibility for the operation of this policy lies with the Chief Executive. All managers have direct responsibility for the implementation of procedures relevant to their area of work.
- Every employee has a responsibility for ensuring they behave in a manner consistent with equality, diversity and inclusion principles.
- Every employee will ensure they understand this policy and seek guidance if they have any questions; promote equality, diversity and inclusion for others

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and strive to create a safe, supportive and welcoming environment; challenging inappropriate behaviour and discrimination.

- Employees will promote equality, diversity and inclusion in all learning settings and develop student understanding and realisation of equality, diversity and inclusion.
 - Boomsatsuma's Equality, Diversity & Inclusion Forum has responsibility for advising the Chief Executive on equality and diversity issues and for the formal monitoring of progress with equality, diversity and inclusion initiatives.
- Statistical information will be gathered and analysed regularly as part of monitoring and reviewing progress. Information will be forwarded to relevant managers for action.
- All employees are required to complete Equality and Diversity training which is provided either online or via workshops.

6. Implementation

All boomsatsuma Procedures will be available to employees through the Intranet, Operating Procedures, Policy Manuals and leaflets. Alternative formats for example large print, Braille, audio, other languages can be provided on request. All applicants will be treated with fairness and equality regardless of their circumstances, as outlined in the Recruitment and Selection Policy. Induction programmes for employees will contain Equality, Diversity and Inclusion principles and responsibilities.

boomsatsuma will ensure that all CPD requests are treated with fairness and equality.

Personal tutors, line managers, teaching and support employees will ensure that individuals are guided and supported by relevant information regarding equality and diversity procedures and principles.

Any employee who believes himself or herself to have been subjected to unfair treatment as described in this policy and associated procedures should report their concern to their line manager or a member of the Senior Leadership Team.

boomsatsuma employees are required to report any case of alleged discrimination or harassment to the Human Resources Advisor.

Gender Pay Reporting

Boomsatsuma is confident that males and females are paid equally for doing the equivalent or same job and this has been demonstrated in our equal pay audits.

Boomsatsuma has policies and procedures in place that are fair to all and will continue to monitor the impact of these policies in terms of our gender pay gap or any other pay gaps we are required to monitor by law.

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Grievances

boomsatsuma's Grievance Procedure is available for individuals who believe he or she may have been unfairly discriminated against.

The separate Dignity at Work policy covers any situation where an employee believes they have been harassed or bullied. Employees will not be victimised in any way for making a complaint in good faith.

Complaints of this nature will be dealt with seriously, in confidence and as soon as possible in line with the appropriate procedures.

Hate Crime

Hate incidents are expressions, actions or behaviour, which are motivated by hostility or prejudice towards a person's race, religion or belief, disability, sexual orientation or gender identity. When the behaviour amounts to a criminal offence, a hate incident is referred to as a hate crime. Hate crimes should be reported to the police.

boomsatsuma promotes a supportive, inclusive environment where our employees can

perform at their best in a community that does not tolerate bullying, harassment, hate or sexual harassment or misconduct.

Racial Equality

Education has the power to strengthen communities, enrich lives and transform the world, and at boomsatsuma, we take our role as educators incredibly seriously.

The Black Lives Matter (BLM) movement has shown once again the necessity of a robust education system, which does not shy away from conversations that might feel uncomfortable for some. We know that to be part of the solution, we need to acknowledge the problem, which is why we have made a public statement acknowledging our support for BLM and we are committed to creating and maintaining an inclusive learning and working environment, where equality is promoted, diversity is valued and discriminatory behaviour is not tolerated.

We are united as a whole boomsatsuma community in our dedication to standing up to racism and oppression, and standing in solidarity with the black community, at home and around the world.

People With Disabilities

Boomsatsuma is committed to ensuring that people with disabilities are treated with respect and equality.

If you are disabled, or become disabled, we encourage you to tell your line manager and Human Resources about your condition, and of any reasonable adjustments to your working conditions or the duties of your job which you consider to be necessary, or which would assist you in the performance of your duties. This will help us to support you as much as possible. We will consider all adjustments carefully and will try to accommodate your needs.

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We will put in place any reasonable measures and/or adjustments within the workplace for those employees who become disabled during employment. If we consider a particular adjustment would not be reasonable, we will explain our reasons and try to find an alternative solution where possible.

Promoting Positive Mental Health

boomsatsuma is committed towards promoting positive mental health by working towards the MINDFUL EMPLOYER Charter and the Time to Change agenda.

boomsatsuma aims to create a culture of support within the workplace where employees can talk about mental health problems without the fear of stigma or

discrimination.

7. Process for Monitoring

It is a standing item on the agenda for the Senior Leadership Team to review all Equality, Diversity and Inclusion action plans and statistics relating to employees each term.

This Policy will be reviewed on an annual basis and any changes agreed by the Senior leadership Team.

This Policy does not form part of your contract of employment.

Approval

Approved by; Beth Griffiths

Date; September 2025

Role;

Review date; September 2026

boomsatsuma Education Ltd