

# Equality, diversity & inclusion essentials

Duration: 50 minutes

To foster a culture of equal opportunity, businesses must embrace the principles of equality, diversity and inclusion, placing them at the heart of their policies and procedures. **As individuals, we have the responsibility to treat others fairly, just as we'd expect to be treated fairly ourselves.** Only then can we reap the benefits of a truly diverse and inclusive workplace, not to mention society as a whole. Certain characteristics are protected by the equality law and it is necessary for every employee to know what these are, so they can abide by the equality legislation. If a person feels your organisation (or someone in your organisation) has treated them unfairly, they can start a grievance procedure or take their case to the employment tribunal. It is important to make sure everyone in your organisation complies with equality law.

This course addresses threats to equality such as discrimination, harassment and victimisation, and explores how you can promote fairness, diversity and inclusion in your workplace. The course boosts understanding of the equality and diversity legislation, and its hand-picked examples demonstrate the benefits that come from promoting equality, diversity and inclusion in the workplace. When you finish the course, you will be asked to demonstrate your understanding of some of the key points by completing a short assessment

## Objectives

After completing the course, learners will be able to:

- Understand what is meant by 'equality', 'diversity' and 'inclusion', and recognise how they benefit us
- Identify who is protected by the Equality Act, and explain what happens if their rights are compromised
- Recognise discrimination and other unfair practices in the workplace and know how to act on them
- Understand what you can do yourself to promote equality, diversity and inclusion

Topics explored in this course, **Equality and Diversity**:

- Equality and diversity
- Facts about equality and diversity
- Equality legislation
- Unlawful behaviour
- Making a complaint
- Discrimination
- Harassment and victimisation
- Responsibilities