



UNITED CENTRE  
*of*  
EXCELLENCE

# End Point Assessment Policies

GP24 Equality and Diversity Policy



## Document History

Version	Date	Reason for Revision	Issued by
V1.1	Jan 2020	Initial release	Harj Dhanjal GP24
V1.2	Nov 2020	Document review during covid-19 (Continuity plan diagram added)	Alan Bates GP24
V1.3	Jul 2021	Review of the policy for our Ofqual recognition submission	Alan Bates GP24
V1.4	March 2024	Archived, replaced with GP03	Alan Bates
V1.5	July 2025	Review of policy and current practices to help update our policy	Alan Bates

  

Area	Original	Updated	Ofqual Reference
<b>Terminology</b>	IFATE	Replaced with <b>Skills England</b>	N/A
<b>Policy Alignment</b>	General equality mention	Explicit alignment with <b>Conditions A6, D2, D3, G6, G7, H1</b>	A6.1, D2.1, G6.2, G7.1
<b>Best Practices</b>	Equality Act 2010	Added Equality Impact Assessments, inclusive recruitment, annual training	D3.2, G6.3
<b>Monitoring</b>	General review	Added tracking of participation gaps and inclusive adjustments	D2.2, B3.2

  

V1.6	January 2026	Updated Office address	Amar Dhanjal
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## Contents

Document History .....	2
Contents .....	4
Scope .....	5
Monitoring Equality and diversity .....	7
Alignment with Ofqual General Conditions of Recognition .....	8
Best Practices for Equality and Diversity .....	8



## Scope.

### Equal Opportunities.

This policy is aimed at our customers, including apprentices, who are delivering/ enrolled on or have taken an UCE End point assessments, as well as our staff who will be carrying out various assessment development and delivery activities for UCE. It sets out our intention to deliver a service and range of assessments that are fair, accessible and do not include any unnecessary barriers to entry and demonstrates commitment to equality of opportunity for all. UCE takes its commitment to equality and diversity seriously. We believe in achieving excellence through recognising the value of every individual and this is why we embrace equality and diversity legislation and best practice. UCE Ltd welcomes diversity – valuing differences in everyone. We embrace the requirements of the Equality Act (2010) to advance equality by:

- Removing or minimising disadvantages suffered by people due to their protected characteristics.
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low. and Public-Sector Equality Duty (2011) to:
  - Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
  - Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - Foster good relations between people who share a protected characteristic and those who do not. The Act states that meeting different needs involves taking steps to take account of disabled people's disabilities. It describes fostering good relations as tackling prejudice and promoting understanding between people from different groups. It states that compliance with the duty may involve treating some people more favourably than others. There are nine protected characteristics: age, disability, marriage and civil partnership, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.



The PublicSector Equality Duty Name: Equality opportunities and Diversity covers all nine protected characteristics. However, for the marriage and civil partnership characteristic, only the first arm of the duty applies, that is to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act, the other arms advancing equality and fostering good relations do not apply. We actively oppose discrimination, aim to remove all conditions that put people at a disadvantage, strive to improve access and to provide outstanding support. We are committed to providing inclusive assessment and working environments. We have policies explaining our approach to the active promotion of equality and diversity:

- Safeguarding Policy
- Reasonable Adjustments & Special Considerations
- Safer recruitment policy

#### Valuing Diversity Policy Statement

UCE Ltd recognises and celebrates diversity in its staff and the apprenticeship community. This diversity reflects visible and non-visible differences, including factors such as age, race, gender, disability, sexual orientation, marriage, civil partnerships, gender reassignment, pregnancy, maternity, religion, national origin, political affiliation and social background. UCE Ltd approaches diversity by recognising the diverse needs of staff and apprentices (both actual and prospective) and by ensuring that barriers to diversity are removed in relation to:

- Providing objective and fair policies and processes for all aspects of the Apprenticeship and staff experience;
- Enhancing everyone's commitment to diversity by promoting awareness and understanding of its approach;
- Ensuring that activities are managed in a way which makes all individuals feel valued and harnesses their potential;
- Ensuring that the concept of diversity informs all policies, practices and procedures;
- Encouraging a culture of empowerment through an environment characterised by open communication, participation and consultation and an absence of prejudice and discrimination.
- Equality and diversity is embedded into the assessments, such as toolkits, accessibility to materials
- All recruitment literature covering staff and apprentices must be inclusive;



- Eliminating unlawful discrimination:

Direct discrimination - Someone must not be treated unfairly o Indirect discrimination – UCE must not appear to treat everyone the same, but in fact treat a group of people less favourably.

Harassment – Someone must not behave in a way that their conduct is offensive, hostile, degrading, humiliating or intimidating for another person.

Victimisation – For example, no one must be disadvantaged for making a complaint o Discrimination arising from a disability – A disabled person must not be treated less favourably because of something connected to their impairment.

Failure to make reasonable adjustments – UCE must make reasonable adjustments to ensure a disabled person is not placed at a substantial disadvantage.

## Monitoring Equality and diversity

### Implementation, Monitoring and Safeguarding Concerns

All recruitment and promotional literature is reviewed on an on-going basis to ensure a culture of inclusivity is promoted. Reporting Safeguarding Concerns: If staff have a safeguarding concern linked to this policy, the guidance in the Reporting an Incident or Safeguarding Concern Form should be followed and the form completed and returned to the Safeguarding Lead. The Safeguarding Policy should be referred to as applicable.

Compliant, how to report Any complaints should be addressed as they arise. Queries or complaints should be made by following the Complaints Policy and Procedure.



## Alignment with Ofqual General Conditions of Recognition

- Ofqual General Conditions of Recognition: A6 (Identification and management of risks to the integrity of assessments)
- Condition D2 (Accessibility of qualifications)
- Condition D3 (Review of approach)
- Condition G6 (Arrangements for Reasonable Adjustments)
- Condition G7 (Arrangements for Special Consideration)
- Condition H1 (Compliance with assessment arrangements)

## Best Practices for Equality and Diversity

- Ensure inclusive language and imagery in all assessment and promotional materials.
- Provide mandatory annual equality and diversity training for all staff.
- Maintain an Equality Impact Assessment (EIA) for all new qualifications and assessments.



- Monitor and report on participation and achievement gaps across protected characteristics.
- Ensure Reasonable Adjustments and Special Considerations are applied consistently and in line with Ofqual Conditions G6 and G7.