

# Equality and Diversity Policy

V5.6 - Revised: May 2025



Cycle North is committed to promoting equality of opportunity for all employees, students on its courses, job applicants and users of its services.

All employees will be treated with dignity and respect. Cycle North will use its best endeavours to provide a working environment free from unlawful discrimination, harassment or victimisation. Cycle North does not discriminate on the grounds of age, disability, gender identity, marital or civil partner status, pregnancy or maternity, race, colour, nationality, ethnic or national origin, religion or belief, sex or sexual orientation (protected characteristics).

Cycle North recognises its legal obligations under the Equality Act 2020.

The Equality Act 2020 lists nine protected characteristics which are age, disability, gender reassignment, marriage/civil partnerships, pregnancy/maternity, race, religion or belief, sex and sexual orientation. It is unlawful to discriminate between people based on any of these. Discrimination can be direct or indirect, and also involves harassment and victimisation.

## Commitments and Obligations

- Cycle north commits to make all staff aware of this policy and these procedures. this document forms part of the key policy suite distributed to all staff during their induction process and regularly examined during CPD. It is available for download from the staff area of the Cycle North website.
- Cycle North undertakes to review periodically its selection criteria and procedures to maintain a system where individuals are selected, promoted and treated solely on the basis of their merits and abilities.
- All employees have a duty to act in accordance with this policy and treat other staff, visitors, clients, customers and suppliers with dignity and respect, and not discriminate, harass or victimise others.
- Cycle North will not tolerate acts which breach this policy and all instances of such behaviour or alleged behaviour will be taken seriously, fully investigated and may be subject to the disciplinary procedures of Cycle North.
- If an existing employee becomes disabled Cycle North will make every effort to retain him or her within the workforce whenever reasonable and practicable.
- Whenever reasonably practicable to do so Cycle North will install in existing premises facilities for people with disabilities. Whenever Cycle North invests capital in new or refurbished premises every reasonable effort will be made to provide for the needs of staff and customers with disabilities.
- Any employee who believes that they may have been subjected to treatment which breaches this policy may raise the matter through the grievance procedure of Cycle North.
- This policy is reviewed and updated annually, and with every change in relevant legislation.

This policy complies with the Equality Act 2020 and the requirements on Bikeability Training providers as set out by the Bikeability Trust in the 'Training provider application form.v8' of April 2021.