Equality, Diversity and Inclusion Policy

Date:	28th October 2026
Review date:	28th October 2027
Approved by:	Rob Grays - Chief Executive Officer

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Definitions

- **Adult at Risk** – any person aged 18 years and over, who is or may be in need of community care services by reason of mental health issues, learning or physical disability, sensory impairment, age or illness and who is or may be unable to take care of him/herself or unable to protect him/herself against significant harm or serious exploitation.
- **Child/Children** - any person under the age of 18.
- **Client** – an organisation, which engages with Prospero Group to purchase Work-Finding Services. This includes, amongst others: Schools, Local Authorities, Care Homes, Universities, Parents/Carers and Private Sector organisations.
- **Parent/Carer or Guardian** – a person who has parental responsibility for, legal responsibility for, or provides day-to-day care and support to a child or adult at risk.
- **Prospero Group** – is comprised of three entities: Prospero Teaching, Prospero Health & Social and Prospero Integrated.
- **Service User** – is defined to mean Child, Children or Adult at Risk.
- **Temporary Worker** – an individual receiving Work-Finding Services, delivered by Prospero Group. This includes, amongst others: Teachers, Tutors, Teaching Assistants, Care Assistants, Support Workers and Nurses.
- **Work-Finding Services** – taken to mean recruitment activity, advertising of roles and provision of work-related training, provided by Prospero Group.

Equality, Diversity and Inclusion Statement

Prospero Group is committed to promoting equality, diversity and inclusion across all of its activities. We believe that everyone should be treated with dignity, respect and fairness, regardless of their age, disability, gender reassignment, marriage or civil partnership status, pregnancy or maternity, race, religion or belief, sex, or sexual orientation, as protected under the Equality Act 2010.

We are committed to creating an environment in which individuals feel valued, respected and included, and where decisions are made fairly and without unlawful discrimination. We do not tolerate discrimination, bullying, harassment, victimisation or any other behaviour that undermines the rights, dignity or wellbeing of others.

This policy is underpinned by the Equality Act 2010, which protects individuals from discrimination, harassment and victimisation on the basis of protected characteristics. Prospero Group will take reasonable and proportionate steps to promote equality of opportunity and remove barriers that could place individuals at a disadvantage.

Purpose and Scope

This policy applies to all Clients, Temporary Workers, Service Users and their Parent/Carer or Guardian who engage with Prospero Group.

The purpose of this policy is to:

- Promote equality, diversity and inclusion across all services and activities delivered by Prospero Group.
- Ensure individuals are treated with dignity, courtesy, fairness and respect.
- Foster an inclusive environment where diversity is valued and individuals feel safe, supported and able to participate fully.
- Prevent unlawful discrimination, bullying, harassment and victimisation.
- Support compliance with the Equality Act 2010 and other relevant legislation.

Legal and Regulatory Framework

Prospero Group is committed to complying with the Equality Act 2010 and other relevant legislation relating to equality, diversity and inclusion.

The Equality Act 2010 protects individuals from discrimination, harassment and victimisation on the basis of the following protected characteristics:

- **Age**
- **Disability**
- **Gender reassignment**
- **Marriage and civil partnership**
- **Pregnancy and maternity**
- **Race**
- **Religion or belief**
- **Sex**
- **Sexual orientation**

Prospero Group will take reasonable and proportionate steps to promote equality of opportunity, foster inclusion and remove barriers that may place individuals at a disadvantage.

Types of Discrimination

The following conduct is prohibited under this policy:

- **Direct discrimination** – treating a person less favourably because of a Protected Characteristic.
- **Indirect discrimination** – applying a provision, criterion or practice which disadvantages people with a particular Protected Characteristic and cannot be objectively justified.
- **Harassment** – unwanted conduct related to a Protected Characteristic that violates a person's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment.
- **Victimisation** – treating a person unfavourably because they have made, supported or intend to make a complaint relating to discrimination or harassment.
- **Disability discrimination** – including direct or indirect discrimination, unjustified less favourable treatment because of a disability, or a failure to make reasonable adjustments.

Reporting Concerns

Prospero Group encourages individuals to report any concerns regarding discrimination, harassment, bullying, victimisation or unfair treatment as soon as possible.

Any Client, Temporary Worker, Service User, Parent, Carer or Guardian who believes this policy has been breached should raise their concern in accordance with Prospero Group's Complaints Policy.

All concerns will be considered fairly, appropriately and, where possible, confidentially.

Roles and Responsibilities

Individuals engaging with Prospero Group are expected to behave in a manner that promotes dignity, respect and inclusion, and to refrain from conduct that may reasonably be considered discriminatory, intimidating, offensive or exclusionary.

Prospero Group will:

- Promote equality, diversity and inclusion across all services and activities.

- Treat all individuals with dignity, fairness and respect.
- Not tolerate discrimination, harassment, bullying, victimisation or any other form of unfair treatment.
- Take reasonable and proportionate steps to remove barriers and support inclusion.
- Consider and, where appropriate, make reasonable adjustments to meet an individual's needs.
- Investigate concerns raised under this policy fairly and appropriately.
- Provide information, guidance and support relating to equality, diversity and inclusion where appropriate.

Temporary Workers must:

- Treat all individuals with dignity, courtesy and respect.
- Act in accordance with relevant legislation, professional standards and Prospero Group policies, including our Code of Conduct.
- Not engage in, encourage or tolerate discrimination, harassment, bullying or victimisation.
- Respect the privacy, dignity and individual needs of others.
- Report concerns relating to discrimination, harassment, bullying or unfair treatment in line with Prospero Group's reporting procedures.
- Cooperate with any investigation undertaken under this policy.

Service Users must:

- Treat others with dignity, courtesy and respect.
- Not engage in discriminatory, abusive, bullying or harassing behaviour.
- Raise concerns about discrimination, harassment, bullying or unfair treatment through the appropriate reporting channels where they feel able to do so.
- Respect the rights, dignity and differences of others.

Parents, Carers and Guardians must:

- Treat all individuals with dignity, courtesy and respect.
- Support an inclusive and respectful environment for all parties.
- Not engage in discriminatory, abusive, bullying or harassing behaviour.
- Raise any concerns relating to discrimination, harassment, bullying or unfair treatment through Prospero Group's reporting procedures.

Clients must:

- Treat all individuals with dignity, courtesy and respect.
- Comply with relevant equality and anti-discrimination legislation.
- Provide relevant information, where appropriate, to enable Prospero Group and Temporary Workers to understand and meet the needs of Service Users and to identify any reasonable adjustments that may be required.
- Not request, encourage or permit discriminatory practices.
- Raise and respond to equality-related concerns appropriately and in a timely manner.
- Cooperate with Prospero Group in the investigation of concerns raised under this policy.

Related Policies and Procedures

This policy should be read in conjunction with other relevant Prospero Group policies and procedures, including but not limited to:

- Allegations and Misconduct Policy
- Anti-Bullying Policy
- Behaviour Management Policy
- Code of Conduct
- Complaints Policy
- Safeguarding Children and Adults at Risk Policy
- SEND Policy
- Sexual Harassment Policy
- Whistleblowing Policy

Safeguarding Procedures

Prospero Group will follow established safeguarding procedures in accordance with local and national guidance. Where safeguarding concerns are identified, this may include sharing information with or contacting the police, social services or other relevant authorities, as appropriate.

Data Protection

Prospero Group is committed to protecting the privacy and confidentiality of personal data. All personal data processed under this policy will be handled in accordance with the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018, and Prospero Group's data protection policies and procedures.

Enforcement

This policy will be enforced by Prospero Group's CEO, Managing Director, Operations Directors, Head of Compliance & Safeguarding and Data Protection Officer.

Failure to adhere to this policy may result in appropriate action being taken. For Temporary Workers, this may include the suspension or termination of Work-Finding Services and referral to the Disclosure and Barring Service (DBS) and/or relevant professional body, where applicable. Prospero Group also reserves the right to suspend or terminate its relationship with any Client where safeguarding concerns, breaches of this policy, or actions that place Service Users at risk are identified.

Review

This policy will be reviewed annually and updated as necessary to reflect changes in legislation, government guidance and best practice.