



ND SEND Specialists Ltd

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<http://nd-send-specialists.co.uk>

## ND SEND Specialists Ltd.

# Equality, Diversity and Inclusion Policy

Designation	Name	Date	Signature
Director	Joanna Roberts	10/01/2025	J. Roberts

Monitoring & Evaluation	
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### Document Version Control

Version	Changes Made	Date
1.0	Initial Set-up of Policy	10/01/2025
1.1	Updated to include grievance procedures	08/05/2025



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## ND SEND Specialists Ltd. Equality, Diversity & Inclusion Policy

### 1. Statement of Intent

ND SEND Specialists Ltd is fully committed to promoting equality of opportunity, celebrating diversity, and fostering an inclusive culture in all aspects of our work. We aim to create an environment where all children and young people (CYP), families, and professionals feel valued, respected, and able to thrive, regardless of their background or characteristics.

### 2. Legal Framework

This policy has due regard to the Equality Act 2010 and the Public Sector Equality Duty. It reflects our responsibilities under:

- The Human Rights Act 1998
- The Children and Families Act 2014
- The SEND Code of Practice
- The Public Sector Equality Duty (where applicable)

### 3. Our Commitments

ND SEND Specialists Ltd will:

- Eliminate unlawful discrimination, harassment, and victimisation
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between all service users and stakeholders
- Celebrate diversity and value the strengths that come from different backgrounds, experiences, and perspectives
- Embed inclusive practice throughout service delivery and organisational culture

### 4. Protected Characteristics

We are committed to supporting people regardless of:

- Age



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

## 5. Inclusive Practice

- All CYP will be valued and supported according to their individual needs, with due regard for neurodiversity and additional vulnerabilities
- Language, materials, and teaching practices used will reflect inclusive principles
- All communication will be respectful, culturally sensitive, and accessible
- Feedback from families and CYP will inform the development of our services

## 6. Training and Awareness

- ND SEND Specialists Ltd undertakes regular CPD and safeguarding training to ensure inclusive, respectful practice
- Equality, diversity, and inclusion are embedded in daily interactions, policy development, and service planning

## 7. Monitoring and Review

- This policy is reviewed annually or in response to legal, operational, or social developments
- Equality outcomes are monitored through ongoing reflection, feedback, and safeguarding records



## 8. Grievance Procedures

ND SEND Specialists Ltd is committed to upholding principles of equality, diversity, and inclusion in all aspects of its service delivery. Any individual who believes they have experienced discrimination, harassment, or unfair treatment has the right to raise a grievance.

### 8.1 Informal Resolution

Where possible, individuals are encouraged to raise concerns directly with ND SEND Specialists Ltd to seek informal resolution. Concerns can be raised verbally or in writing and will be addressed promptly and respectfully.

### 8.2 Formal Grievance

If informal resolution is not appropriate or unsuccessful, a formal grievance can be submitted in writing to:

**Email:** [info@nd-send-specialists.co.uk](mailto:info@nd-send-specialists.co.uk)

**Postal Address:** 35 Archery Road, Cirencester, GL7 1AS

The grievance should include:

- The nature of the concern or incident
- When and where it occurred
- Any steps already taken to resolve it
- The desired outcome

### 8.3 Investigation and Outcome

All formal grievances will be acknowledged within five working days and investigated fairly and confidentially. As a sole practitioner, I will ensure that any conflict of interest is managed, and external advice or support may be sought if required.

A written response will be provided within 15 working days wherever possible. If the investigation requires more time, this will be communicated with an updated timeline.

### 8.4 Further Action

If the individual remains dissatisfied with the outcome, they may seek external advice or escalate the matter to relevant professional bodies, local authorities, or the Equality Advisory Support Service (EASS).



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ND SEND Specialists Ltd will not tolerate victimisation of anyone raising a grievance in good faith.

ND SEND Specialists Ltd. is committed to promoting equality, diversity, and inclusion in all aspects of its work.

Discrimination, harassment, or victimisation will not be tolerated.