

Awarding Organisation

Equality, Diversity, and Inclusion Policy

June 2026



Introduction

As a recognised awarding organisation (AO), the Institution of Occupational Safety and Health (IOSH) is subject to external regulation and must meet the requirements set by education regulation. The AO is committed to providing a quality service. As part of our commitment, the AO will listen and respond to the views of our customers.

IOSH is committed to ensuring an inclusive, safe and welcoming environment for all learners undertaking its qualifications. This commitment means continuously working to address inequalities and avoiding and removing barriers to learning opportunities and fair assessment.

As a recognised awarding organisation, IOSH is subject to external regulation and must meet education regulatory requirements. One of the conditions of regulation is that IOSH and its Study Centres must have policies in place to ensure access to IOSH qualifications is open to all, including groups protected by the Equalities Act 2010.

Purpose

This policy provides information on how IOSH operates in an inclusive way to ensure all learners have equal opportunity, and that our qualifications are awarded in a way that is fair to every learner.

The purpose of this policy is to:

- ensure equality of opportunity in our responsibilities as an awarding organisation and to set out what we expect our centres to do to also ensure:
- that unlawful or unfair discrimination, whether direct or indirect, is eliminated
- that equality of opportunity is promoted for access to learning and assessment

Scope

The commitment to equal opportunity underpins and impacts on all activities related to IOSH. It covers all stakeholders both internal and external, approved Study Centres and the learners engaged with an IOSH approved qualification or unit.

All involved must be aware of, and familiar with, the contents of this policy and it is made available on our website for our Study Centres and learners.

Roles and responsibilities

Key responsibilities under this policy are set out below:

- IOSH is responsible for ensuring that learners are not disadvantaged in any way and that the design of qualifications and assessments, and access to them, is fair for all.
- IOSH expects Study Centres to promote an inclusive culture, ensuring equality of opportunity amongst learners, and that any instances of contravention of the policy are appropriately challenged and reported.

The Policy

IOSH promotes and encourages a culture where everyone feels able to participate and achieve their potential, free from unlawful discrimination, harassment, or victimisation of any kind.

To enable this IOSH commits to make all staff, associates, Study Centre staff, learners, and other stakeholders aware of expected behaviours.

IOSH is committed to ensuring:

- the content and language of all written information including assessment materials and programmes are non-discriminatory and free from social and racial bias or stereotypical wording
- the entry requirements, content and assessments for our qualifications are appropriate to the knowledge, understanding and skills specified and do not act as unnecessary barriers to achievement
- there is continuous review and improvement of equality and diversity policies and practices
- there is provision of advice and support to Study Centres in the development and implementation of their diversity and equal opportunity processes and procedures
- that IOSH staff, board and committee members, assessors and other associates are trained and kept up to date on equality and diversity policy and practise

IOSH expects all Study Centres to keep up with developments in UK equalities legislation, and to meet their legal obligations in service and access provision which includes, but is not limited to:

- Study Centre management commitment to equal opportunities and diversity through the development, implementation and monitoring of a diversity and equal opportunity strategy
- Study Centres having a policy on diversity and equal opportunities and ensuring that all learners and those accessing Study Centre services, receive equal consideration and fair and inclusive treatment. This should cover access, development, and assessment.
- Study Centre systems and resources support the implementation and monitoring of their diversity and equal opportunity strategy and policy, including the investigation and resolution of any complaints of harassment, bullying or claims of discrimination

In some instances, learners may require adjustments to the assessment process to provide equality of opportunity. The Reasonable Adjustments and Special Considerations Policy gives guidance on the provision of adjusted assessment processes, and how to apply for them. That policy aims to ensure that:

- all reasonable provision is made to cater for those for whom assessment adjustments are appropriate.
- assessments are valid and reliable to ensure that all learners receive fair and equitable treatment.

IOSH will publicise this policy through a range of media including the IOSH website.

Monitoring & Review

The Head of Awarding Organisation, will review the implementation of this policy as part of self-assessment arrangements, considering its suitability, adequacy, and effectiveness. They will: -

- Monitor promotional materials for the use of potentially discriminatory language and bias and use our marketing strategy to promote positive images of any under-represented groups of learners.
- Publish the AO appeals procedure and acknowledge and investigate all complaints.
- Monitor reasonable adjustments to ensure that the policy is achieving its objective of providing all learners with equal access to fair assessment.
- Monitor data on ethnicity, gender, age, and disability in relation to learners.
- Monitor data on ethnicity, gender and disability in relation to applications for jobs, appointments and the staff profile.
- Identify trends so that any imbalances can be addressed appropriately.
- Monitor attendance at equality and diversity training.
- Monitor awareness of the equality and diversity policy by key stakeholders through questionnaires and other appropriate means.

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IOSH will review this policy and its content annually or on revision as necessary.

The Head of Awarding Organisation will continuously review and revise this policy, as necessary to ensure that it remains fit for purpose and continues to be compliant with all relevant legislation and accepted best practice. Any feedback from stakeholders or guidance from the regulators will be also considered as part of that process.