

26. Equal Opportunitites Employment Policy (EOEP)

The Islington Centre for English aims to be an equal opportunity employer, and has a policy for this purpose:

The Islington Centre for English is committed to the promotion of equal opportunities in all aspects of life. We are opposed to racist, sexist and ageist attitudes and practices and we recognise that all people are of equal worth regardless of race, culture, gender, ability or religion. All people must be treated as individuals.

The objectives of this EOEP are to:

- Ensure that ICE has access to the widest labour market and secures the best employees for its needs.
- Ensure that no applicant or employee receives less favourable treatment, and that, wherever possible, they are given the help they need to attain their full potential to the benefit of the company and themselves.
- Achieve an ability-based workforce which is in line with the working population mix in the EFL market.
- The cooperation of all employees is essential for the success of this policy. However, ultimate responsibility for achieving the policy's objectives, and for ensuring compliance with the relevant Acts of Parliament as well as the various Codes of Practice, lies with ICE. Behaviour or actions against the spirit and/or the letter of the laws on which this policy is based will be considered serious disciplinary matters, and may, in some cases, lead to dismissal.

This policy covers all aspects of employment, from vacancy advertising, selection, recruitment, and training, to conditions of service and reasons for termination of employment.

The Director is responsible for the effective operation of the company's EOEP.

All teachers and students will have access to this company's EOEP.

Selection criteria (job description and employee specification) will be kept under constant review to ensure that they are justifiable on non-discriminatory grounds as being essential for the effective performance of the job.

Wherever possible, more than one person must be involved in the selection interview and recruitment process.