



Discrimination & Intolerance Policies



Equal Opportunities

LEAD Training Services prides itself in its policy and ethos of equal opportunity in all of its procedures. LEAD Training services endorses and respects the rights of all individuals involved in their processes – including staff and students, with each policy being free from discrimination and harassment on the grounds of marital status, family status, sexual orientation, religion, age, disability or race.

LEAD Training Services believes that education is the right step for each individual to reach his or her full potential, and thus endorses a culture which cultivates respect, and the constructive process of sharing of ideas ethically and professionally. Such an Equal Opportunity environment at LEAD Training Services involves a setting and the implementation of policies that do not tolerate bullying, victimization, and any other form of offensive behavior which goes against the spirit of Equal Opportunity for all.

This policy applies to all students, staff, visitors, and anyone acting or working at Lead Training Services.

Lead Training Services against Harassment & Discrimination:

All members of staff and students working or studying at Lead Training Services have the right to enjoy an environment which does not include any form of mental, physical or verbal harassment. Lead Training Services considers itself as a platform where one can work on one's educational and academic strengths, and harassment is viewed as a deterrent to such growth. Therefore, LEAD Training Services strongly believes in equal opportunities for all despite one's sex, gender, sexual orientation, culture, race, age, religious beliefs, political beliefs, social and economic background, appearance, any form of disabilities and human beings from all backgrounds. LEAD Training Services believes that everyone is equal, and therefore believes that no individual should harass, bully or discriminate against another individual. LEAD Training Services will take disciplinary action and if necessary, also proceed with police reporting.

Responsibility of All Staff and Students

All of those who form part of *LEAD Training Services* in any way; be it a client or a staff member, are responsible for creating a pleasant, positive, safe and stimulating environment for all to enjoy. All members of staff and students who make use of *Lead Training Services* or form part of the team, have to comply with this philosophy and stand against harassment and discrimination. Each person has the responsibility to be sensitive towards others, appreciating each person as an individual with the right of an opinion, while tolerating any indifferences

Lead Training Services is therefore against and will take disciplinary action against any verbal, physical or mental form, of:

- Bullying
- Sexual Harrassment
- Stalking
- Cyber Bullying
- Discrimination and harassment based on religion
- Discrimination and harassment based on political beliefs
- Discrimination and harassment based on gender
- Discrimination and harassment based Sex
- Discrimination and harassment based on a person's physical disability
- Discrimination and harassment based on a person's learning disability
- Discrimination and harassment based on a person's mental disability
- Discrimination and harassment based on a person's age
- Discrimination and harassment based on a person's appearance

Duty & Responsibility of All Staff and Students

All of those who form part of *LEAD Training Services* in any way; be it a client or a staff member, are responsible to report any form of the above to the Managing Director.