

## **Equal Opportunities Policy.**

### **Rockschool's commitment to equal opportunities**

Rockschool Ltd is committed to a comprehensive policy of equal opportunities in the management of its qualifications in which individuals are selected and treated on the basis of their relevant merits and abilities without regard to race, religion, colour, sex, age, national origin, disability or sexual orientation, and are given equal opportunities within the company. The aim of this policy is to ensure that no Candidate registered on one of the Qualifications receives less favourable treatment on grounds not relevant to good Candidate practice.

Rockschool will endeavour to ensure that no Candidate is disadvantaged on the grounds of race, religion, colour, sex, age, national origin, disability or sexual orientation. To achieve this, we aim to provide information, materials and assessments which are free from bias, use plain language and are user friendly for all our customers. Equal opportunities extend to all aspects of our organisation and all our staff including our examiners and moderators will treat all Candidates fairly.

### **Centre responsibilities**

Where Candidates are studying within centres, the institution involved has a responsibility to ensure that recruitment, delivery and assessment practices are carried out in relation to this policy and the requirements set down in relevant legislation to protect Candidates from discrimination. Rockscool welcomes diversity amongst its Candidates and seeks to ensure that all Candidates are treated fairly, and that selection is based solely on the individual's abilities and suitability for the courses. The recruitment process must result in the selection of the most suitable person for each course with regard to their potential and aptitudes. The selection process will be carried out consistently for all qualifications at all levels. The selection of new Candidates will be based on qualification requirements and the individual's suitability and ability to do the qualification, and information sought from Candidates will relate only to the requirements of the qualification. Rockscool will treat seriously any allegations that centres have failed to comply with this policy.

**Candidate responsibilities** All Candidates have a duty to co-operate to ensure that this policy is effective to ensure equal opportunities and to prevent discrimination. Candidates must not harass or intimidate other Candidates on the grounds of race or sex, disability or sexual orientation and must not victimise or retaliate against Candidates who make such allegations. Disciplinary action will be taken against any Candidate who breaches this policy and such cases will be dealt with according to the proper centre procedures.

**Reasonable adjustments and special considerations** There may be certain cases where a Candidate requires a reasonable adjustment to be made to their assessment to reflect a permanent learning difficulty or disability, or a special consideration in the case of temporary disability, illness or indisposition. Rockscool deals with special arrangements on a Candidate by Candidate basis. Please see Rockscool's *Reasonable Adjustments and Special Considerations policy* for further details which is downloadable at the following website: [www.malaysia.rockscool.co.uk](http://www.malaysia.rockscool.co.uk)

**Complaints relating to equality of opportunity**

Rockscool treats any allegations of sex or racial discrimination or discrimination on the grounds of disability or sexual orientation seriously. Should any Candidate, provider, parent or teacher feel that discrimination on any grounds has occurred they should contact Rockscool's Official Representative in the Territory immediately.