



Charity No 1139861

## **EQUAL OPPORTUNITIES TRAINING & DEVELOPMENT POLICY**

### **POLICY:**

The Trust is committed to excellence in people development in order to maintain and enhance the position of the Trust in offering holistic/supportive therapy throughout Kent.

### **OBJECTIVE:**

To ensure that the Trust has people with the appropriate knowledge, skills and behaviours to meet its criteria in both the short and longer term. To allow our people to achieve their potential and career aspirations both within the Trust and beyond. In order to provide the best therapists to fulfil the Trust's requirements we will not discriminate in anyway on age, gender, race, religion or belief, sexual orientation, disability or salary/payment.

### **AIMS:**

- ❖ To encourage people to equip themselves with the appropriate skills to perform their roles within the Trust.
- ❖ To provide leadership and management of the demands made of the Trust to provide appropriate therapies.
- ❖ To identify the development of the Trust and those individuals and balance the two.
- ❖ To ensure that training needs are identified, researched and therapists encouraged to participate in the appropriate courses.
- ❖ To ensure equality of access to all development opportunities.
- ❖ To provide effective induction for all new appointees whether Trustees, therapists, employees or volunteers.
- ❖ To ensure the effective delivery of mandatory training, e.g. health and safety, equal opportunities, first aid, etc.

### **TRAINING:**

- ❖ A Trustee will be appointed with responsibility to organise training for therapists in order to maintain their professional qualifications and knowledge. Where ever possible this will be done 'in-house' in order to keep costs at a minimum but not exclusively, e.g. Macmillan's Cancer care courses.
- ❖ The cost of any training to be paid for by the therapist.
- ❖ Learning must contribute to both the Trust's success and personal development and overarching this is the need to ensure that the Trust achieves value for money. For these reasons there must be a robust process of evaluation in place.
- ❖ The prime responsibility for identifying training and development needs and co-ordinating the process of addressing those needs is that of the individual in consultation with the Trainer Trustee. All therapists will be encouraged to attend these courses in order to maintain their CPD points.

Reviewed Feb 2020

Signed Robert Nelson

Next Review date Feb 2021