

# Academy Of South Indian Music & Dance

## Equality and Diversity Policy

**Date of Policy:** March 2024

**Next review due by:** March 2027

ASIMUK is committed to fostering an inclusive environment where all individuals are encouraged to reach their full potential, regardless of their background or personal characteristics. This policy outlines our commitment to promoting equality, diversity, and inclusion in all aspects of our operations.

### General Policy Statement

As a responsible organisation, Asim UK recognises the importance of promoting an inclusive and diverse environment that is free from discrimination. We are committed to ensuring that our practices do not have a negative impact on any individuals based on protected characteristics, including but not limited to:

- Race
- Sex
- Religion and belief
- Sexual orientation
- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity

We believe in fostering a culture of mutual respect, where everyone is valued, and discrimination of any form—direct or indirect—is not tolerated.

### Commitment to Equality and Diversity

1. **Non-Discrimination:** Asim UK prohibits discrimination, harassment, or victimisation based on any protected characteristic.
2. **Equal Opportunities:** We ensure that all employees, volunteers, candidates, and service users are treated fairly and without bias.
3. **Accessibility & Inclusion:** We strive to make reasonable adjustments to our programs, facilities, and services to accommodate individuals with disabilities and other needs.
4. **Awareness & Training:** We are committed to raising awareness among our employees, volunteers, and stakeholders about diversity and inclusion through training and education.

### Fair Assessment and Evaluation

To ensure fairness in assessment, Asim UK undertakes the following:

- Personal details are collected and stored in compliance with GDPR regulations, ensuring anonymity in assessment processes.
- Minimum age limits may apply for certain qualifications to ensure health and safety.
- All assessments are designed to be inclusive, with reasonable adjustments made for individuals with disabilities or specific needs.
- No individual will be treated unfairly due to their gender, age, disability, sexual orientation, race, religion, marital status, or other protected characteristics.

## **Policy and Procedures for Candidates Requiring Adjustments**

Candidates with disabilities or temporary conditions that require reasonable adjustments to assessment conditions may request accommodations. These may include but are not limited to:

- Additional time allowances
- Modified examination materials (e.g., large print or braille)
- Assistive technology or communication aids
- Alternative methods for demonstrating competence

Any candidate requiring reasonable adjustments must:

1. Submit a formal request to Asim UK at least four weeks before the examination date.
2. Provide supporting documentation, such as a medical certificate or an assessment report from a qualified professional.
3. Work with Asim UK's administration team to determine the most appropriate reasonable adjustment in line with the candidate's needs while maintaining the integrity of the assessment.

It is important to note that assessment criteria will remain consistent for all candidates. The purpose of adjustments is to ensure fairness, not to confer an unfair advantage.

## **Data Protection and Confidentiality**

All personal data collected under this policy, including information about protected characteristics and adjustments required, will be handled in accordance with the **General Data Protection Regulation (GDPR)** and Asim UK's Data Protection Policy. Only authorised personnel will have access to this data, and it will be stored securely.

## **Review and Continuous Improvement**

This policy will be reviewed regularly to ensure it remains compliant with current legislation and best practices. Any necessary updates will be made in consultation with stakeholders to ensure a fair and inclusive environment for all.

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For any inquiries or to request reasonable adjustments, please contact Asim UK  
Administration

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