



ITEC

Principles of equality and diversity in the workplace

VRQ

Learner name:

UBU46

Learner number:

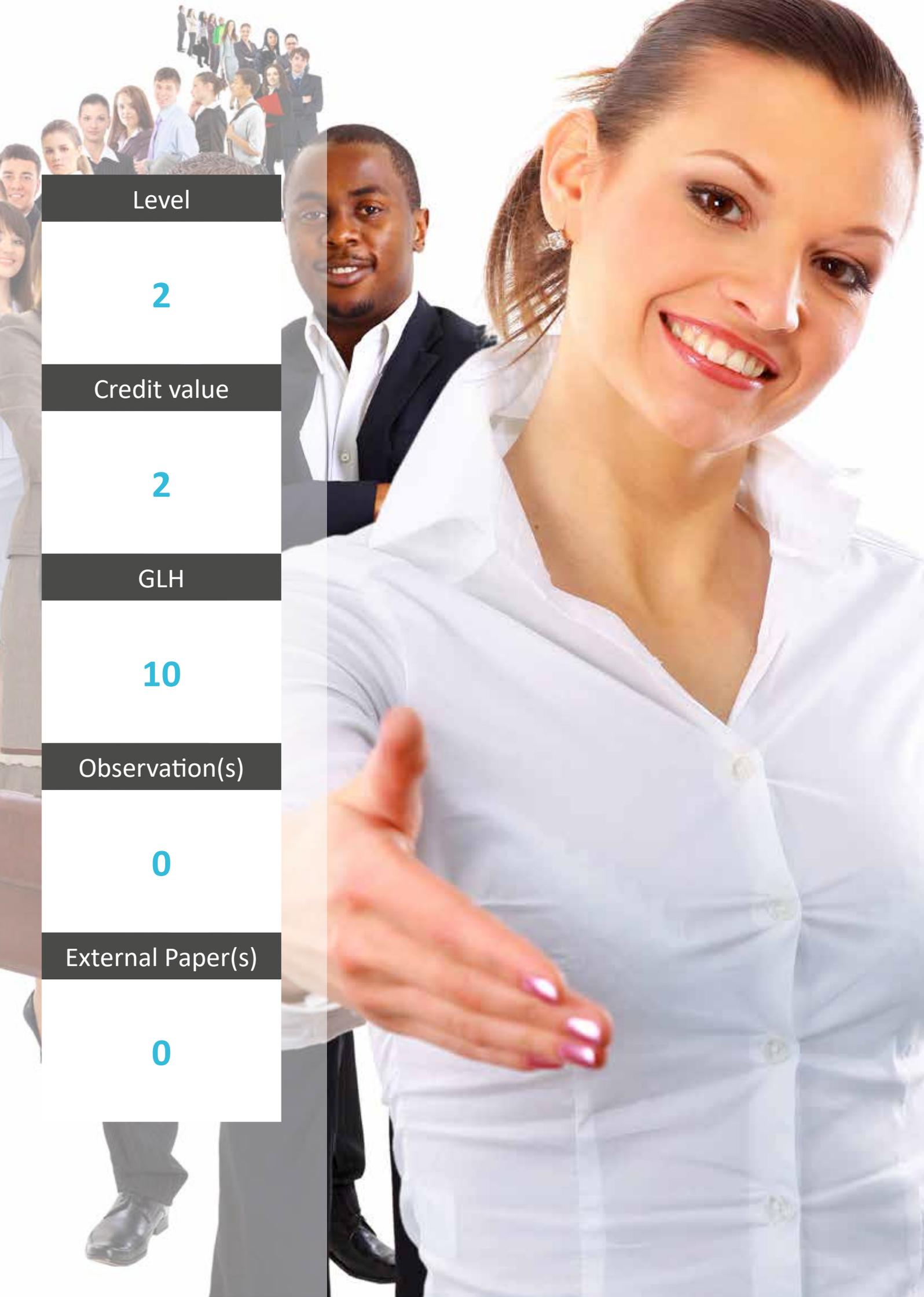
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Principles of equality and diversity in the workplace

UBU46

The aim of this unit is to develop your knowledge and understanding of equality and diversity in the workplace. You will learn about your own responsibilities and those of an organisation to adhere to the legal requirements of equality and the potential consequences if they are not complied with.



Level

2

Credit value

2

GLH

10

Observation(s)

0

External Paper(s)

0



Learning outcomes

On completion of this unit you will:

1. Understand the implications of equality legislation
2. Understand organisational standards and expectations for equality and diversity and context in the workplace

Evidence requirements

3. Knowledge outcomes

There must be evidence that you possess all the knowledge and understanding listed in the Knowledge section of this unit. In most cases this can be done by professional discussion and/or oral questioning. Other methods, such as projects, assignments and/or reflective accounts may also be used.

4. Tutor/Assessor guidance

Your tutor must refer to the 'Skills CFA Assessment Strategy' when delivering this unit. This can be found on www.vtct.org.uk under the relevant qualification page.

You will be guided by your tutor/assessor on how to achieve learning outcomes in this unit. All outcomes must be achieved.

For guidance on the assessment material for some individual units please refer to the 'Assessment Guidance'. This can be found on www.vtct.org.uk under the relevant qualification page.

5. External paper

There is no external paper requirement for this unit.

Developing knowledge

Achieving knowledge outcomes

You will be guided by your tutor and assessor on the evidence that needs to be produced. Your knowledge and understanding will be assessed using the assessment methods listed below*:

- Projects
- Observed work
- Witness statements
- Audio-visual media
- Evidence of prior learning or attainment
- Written questions
- Oral questions
- Assignments
- Case studies
- Professional discussion

Where applicable your assessor will integrate knowledge outcomes into practical observations through professional discussion and/or oral questioning.

When a criterion has been orally questioned and achieved, your assessor will record this evidence in written form or by other appropriate means. There is no need for you to produce additional evidence as this criterion has already been achieved.

Some knowledge and understanding outcomes may require you to show that you know and understand how to do something. If you have practical evidence from your own work that meets knowledge criteria, then there is no requirement for you to be questioned again on the same topic.

*This is not an exhaustive list.

Relationship to National Occupational Standards

Management and Leadership (2012) National Occupational Standards:

- CFAM&LBA7 Promote equality of opportunity, diversity and inclusion

Learning outcome 1

Understand the implications of equality legislation

| You can: | Portfolio reference |
|--|---------------------|
| a. Define the concept 'equality and diversity' | |
| b. Describe the legal requirements for equality of opportunity | |
| c. Describe the role and powers of organisations responsible for equality | |
| d. Explain the benefits of equal opportunities and diversity | |
| e. Explain the potential consequences for an organisation of failing to comply with equality legislation | |

Learning outcome 2

Understand organisational standards and expectations for equality and diversity and context in the workplace

| You can: | Portfolio reference |
|--|---------------------|
| a. Explain how organisational policies on equality and diversity translate into day to day activity in the workplace | |
| b. Describe your own responsibilities for equality and diversity in the workplace | |
| c. Describe behaviours that support equality, diversity and inclusion in the workplace | |

Notes

Use this area for notes and diagrams



Notes

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VTCT, Aspire House, Annealing Close, Eastleigh,
Hampshire SO50 9PX United Kingdom

Web:- www.itecworld.co.uk

Email:- customersupport@vtct.org.uk



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