



Equality and Diversity Training Level 2 (VTQ)

QUALIFICATION SPECIFICATION

QUALIFICATION NUMBER: PRO/133/EDL2

This Qualification is Endorsed by an Awarding Organisation Regulated by Ofqual



Endorsed, CPD Certified and ISO Standards

All ProTrainings classroom and online qualifications are endorsed through an Awarding Organisation Regulated by Ofqual, through the Skills for Care Scheme with the highest level of recognition and are approved through the CPD Standards services for CPD certification.

ProTrainings: Additional quality at an affordable price.



This is the highest standard of recognised endorsement and only organisations who have a proven history of continued success in making a difference in the training industry can be awarded the Centre of Excellence endorsement. ProTrainings proudly announce that we have received this endorsement for continuous professional training delivery.

As a recognised Skills for Care provider who is already endorsed for delivering training through digital e-learning, classroom and blended formats, this enhanced Centre of Excellence endorsement will take our credibility and quality of training to an advanced state of recognition. But what does this new Centre of Excellence endorsement mean?

The Centre of Excellence status means that we have been able to consistently demonstrate exemplary commitment to meeting the needs of learners in the adult social care sector. This meant we needed to comply with the social model of care and be able to measure the impact of provision on the lives of people who use these services.

We embarked on this provision to prove how consistent ProTrainings services are, to test whether we are meeting a high standard, to evolve, adapt and improve our provision and to place ourselves amongst a small selection of companies who are a Skills for Care Centre of Excellence.

Gaining this accolade has resulted in receiving a designation as a 'Centre of Excellence in Adult Social Care and Learning and Development' and we do not plan on stopping our standards here. We will continue to offer the finest services so that lives are rewarded through the training and services we provide.

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Introduction

Welcome to **ProTrainings Europe Limited**.

ProTrainings EU is a certifying organisation recognised for providing training and qualifications in England, UK and across the globe.

ProTrainings EU offer qualifications designed in-house and qualifications which are regulated by Ofqual through TQUK and FutureQuals. Our qualifications are carefully designed to meet industry standards and regulatory requirements giving every learner or user confidence that training meets HSE, Ofqual, UK & EU Resuscitation Council, Skills for Health, Ofsted and Skills for Care training standards.

Our unique approach to training delivery is designed to accommodate learning styles in all their forms, including online, classroom and blended formats. Our variety of delivery methods have been a preferred choice for many learners who require training through general interest and as part of their profession. Our training has been comprehensively designed to meet standards that fall within the boundaries of qualifications overseen by awarding organisations.

ProTrainings high standards include a robust training approach that meets strict specifications, quality assurance requirements and qualification standards. As a result of implementing a comprehensive quality assurance process, ProTrainings online and classroom courses have been CPD certified, endorsed through The Skills for Care Scheme (ProTrainings being the first organisation gaining approval for classroom and online training in the United Kingdom) and we have surpassed an external audit by being approved for ISO45001 : 2018 and ISO9001 : 2015 for maintaining high organisational standards.

Our qualifications are designed to support and encourage learners to develop their knowledge and skills. This development may result in progression into employment or career development in the workplace. Our qualifications also allow learners to progress onto further qualifications.

For more information please visit www.ProTrainings.uk for news, updates and information on a variety of qualifications spanning into the Health & Safety industry, First Aid world, Pet First Aid environment and Health & Social Care sector.

Qualifications Specifications

ProTrainings EU offer policies and guidelines for centres, organisations and individuals through this specification. Information in this specification will include the course curriculum, learning outcomes, units and general guidelines on how the course is delivered.

We aim to support our centres by providing guidance in this specification for a better understanding on how our courses are delivered and processed.

Our specifications document can be accessed on our website at www.ProTrainings.uk along with other specifications for respective qualifications listed under each sub-heading.

For more information please use our online chat service or contact our office on 01206 805 359. Alternatively, please email our support department at support@protrainings.uk or compliance department at compliance@protrainings.uk.

Introduction to Equality and Diversity Training Level 2 (VTQ)

Equality and diversity is a term used in the United Kingdom to define and champion equality, diversity and human rights as defining values of society. It promotes equality of opportunity for all, giving every individual the chance to achieve their potential, free from prejudice and discrimination. On this course, we also include Inclusion, which means to include everyone, no matter what their background or beliefs.

ProTrainings are Skills for Care Endorsed for both our classroom and e-learning courses. This means that our training meets the high standards expected by Skills for Care.

UK legislation requires public authorities to promote equality in everything they do, also making sure that other organisations meet their legal duties to promote equality while also doing so themselves.

In the UK there are certain legal requirements under existing legislation to promote equality in the areas of disability, gender and race. These are often collectively referred to as the general duties to promote equality.

This ProTrainings course covers the key aspects of Equality, Diversity and Inclusion to ensure that employees and employers understand their responsibilities at work.

The content of this and all our courses has been independently certified as conforming to universally accepted Continuous Professional Development (CPD) guidelines and come with a Certified CPD Statement as well as a ProTrainings Certificate and for online courses an Evidence-Based Learning statement

Qualification Delivery

Guided Learning Hours (GLH): These hours are made up of real-time contact time, guidance or supervision of a learner by an instructor, supervisor, tutor or trainer.

GLH for this qualification is 3-4

Total Qualification Time (TQT): This is an estimate of the total length of time it is expected that a learner will typically take to achieve and demonstrate the level of attainment necessary for the award of the qualification i.e. to achieve all learning outcomes.

TQT for this qualification is 5

Our Equality and Diversity Training Level 2 (VTQ) course is taught over a full day and may include practical and theoretical assessments.

Entry Requirements

There are no specific entry requirements however, learners should have a minimum of Level 2 in literacy, numeracy or equivalent. This qualification is suitable for learners aged 14 years and above.

Similar Qualifications or Progression

Successful learners may also be interested in:

- Safeguarding of Vulnerable Adults and Children Level 3 (VTQ)
- Care Certificate

Requirements to teach Equality and Diversity Training Level 2 (VTQ)

Approval to deliver this course is sanctioned by ProTrainings Europe Limited only.

Instructors must hold the relevant qualifications, experience and occupational competence to qualify for approval. A detailed portfolio providing descriptive dates, CPD log and meeting/passing IQA reviews is required for approval.

Supporting evidence which clearly outlines where instructors qualify to teach this course must be emailed to our compliance manager at compliance@protrainings.uk.

Certification

This qualification is overseen by our compliance department and all courses undergo a robust internal quality assurance review prior to certification.

A desktop-review and site visit will form part of our evaluation.

Paperwork should be marked and assessed by the approved instructor/centre and uploaded to our online management suite following successful completion of the course. Courses should be passed within 5 working days after the course has been taught.

Learner Access

ProTrainings offer highly sophisticated and supportive services to successful learners who complete online, classroom and blended training. Our online system offers the learner a uniquely designed portal where there is access to a free student manual, CPD credit statement, evidence-based learning document, optional weekly refresher videos and an area for downloadable content with a cohort of supporting evidence relevant to the qualification the learner completes.

ProTrainings after service adds clarity to teaching, promotes continuous learning and encourages learners to revisit and revise subjects they have been taught.

Complaints - Scope of Complaints Procedure: The procedure deals with complaints arising from:

- Delivery (or lack of delivery) of services for education and training including teaching, course content, tutoring, assessment, feedback on progress and learner support during learning programmes
- Incorrect or misleading information about services provided by the Centre
- Delivery (or lack of delivery) of support services provided by the Centre including administration of fees, enrolment processes, Centre accommodation, health and safety and learner resource services
- Unacceptable actions or behaviour by Centre staff and/or other learners in the Centre

How to complain

Complaints should initially be made in writing to the Head of Centre or to your designated tutor. This can be completed using your student login for www.ProTrainings.uk

Support can be made available for all those involved in a complaint including:

- Representation: parent, guardian, friend or supporter
- Help with completing the written complaint
- Induction will provide further details regarding this process.

Equality and Diversity Training Level 2 (VTQ)

PRO/133/EDL2

Course Overview

Introduction

What is Equality and Diversity

Equality, Diversity and inclusion

Equality act 2010

Types of discrimination

Protected characteristics

Equal opportunities and its meaning

Prejudiced

Diversity

Inclusion

What to do if you suffer discrimination

Equality and diversity in the workplace



Learning Outcomes - PRO/133/EDL2

These learning outcomes are mapped to meet a Equality and Diversity Training Level 2 (VTQ) criterion. Each learning outcome presents a knowledge, skill or assessment to help students understand the curriculum in finer detail.

Learning Outcomes (LO) The learner will:	LO
UNIT	
Understand and Explain the difference between Equality, Diversity, Inclusion and Discrimination	LO1
Explain what Equality, Diversity, Inclusion and Discrimination is	1.1
Understand the difference between Equality, Diversity, Inclusion and Discrimination	1.2
Recognise how labelling and stereotyping can lead to discrimination	1.3
Be aware of how indirect discrimination can occur in the workplace	1.4
Understand the legislation that supports Equality and Diversity	LO2
Identify 9 protected characters associated with equality and diversity	2.1
Understand the role of the Human Rights Act 1998, the Mental Capacity Act 2005, The Care Act 2014, The Health and Social Care Act 2012 and The Code of Conduct	2.2
Be aware of an employers liability for discrimination (including disability discrimination)	2.3
Work in an anti-discriminatory and inclusive way	LO3
Identify how to mitigate discrimination in the workplace	3.1
Give examples of how to challenge discrimination	3.2
What is harassment and why is it so common in the workplace	3.3
Be able to understand cultural differences and victimisation	3.4
Learn how to work with colleagues and service users with diverse values using the belief system	3.5
Define what respect is and how this plays a role with equality and diversity – dress, food, dietary requirements, culture shock	3.6
Recognise the importance of careful planning and the need to have systems in place to ensure staff work in an anti-discriminatory way	3.7
Know where to access information and advice that supports equality and diversity	LO4
Identify where to source information from that can support equality and diversity: Organisation policies and procedures, Care Quality Commission’s Fundamental Standards, Your manager and The internet (Human Rights Commission)	4.1
Demonstrate how to place a casualty into the recovery position	4.2

Useful Websites

ProTrainings Europe Limited

www.ProTrainings.uk

Health and Safety Executive

www.hse.gov.uk

The Resuscitation Council (UK)

www.resus.org.uk

Skills for Health

www.skillsforhealth.org.uk

Office of Qualifications and Examinations Regulation

www.ofqual.gov.uk

Ofsted

Skills for Care

www.skillsforcare.org.uk

The CPD Standards Office

QMS International

www.qmsuk.com

FOFATO

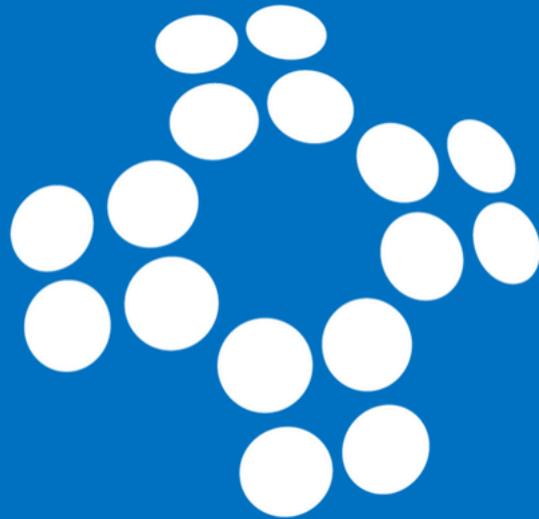
www.fofato.co.uk

NASDU

www.nasdu.co.uk

TQUK

www.tquk.org



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