Equality, Respect, and Behaviour Policy

Equality

Our training programs are open to all, regardless of race, gender, age, disability, sexual orientation, religion, or background. We actively promote inclusivity and ensure that learning opportunities are accessible to everyone.

We are committed to fostering an inclusive and respectful learning environment, and therefore discrimination, harassment, or disruptive behaviour of any type will not be tolerated and may result in exclusion from the session without a refund.

Respect

Delegates and staff are expected to treat each other with respect and professionalism at all times. This is always pointed out to delegates at the start of each event.

Professional Code of Conduct

We will always act in an ethical, professional, respectful, lawful and responsible manner.

Training for Reality trainers and associate trainers, will always provide a professional service and be respectful of our learners, any visitors to our training, and any other members of the public or venue staff we may encounter during our service delivery.

We will maintain and deliver the highest standards of professional training and service at all times.

We will always act with integrity.

We will challenge any inappropriate behaviour and raise it, in the case of a company, to the relevant HR point of contact, having first raised it with the learner themselves, unless circumstance preclude us from doing so, or we deem this to be an inappropriate or unnecessary response.

Expectation of our Learners, Clients and Delegates

We will always ask anyone attending our courses or workshops to behave in a manner which is lawful, ethical, respectful and appropriate, taking into consideration the diversity and views of all others.

Professional Conduct - Monitoring and Review

At the end of each training event or workshop attendees will be invited to provide feedback openly and in confidence about not only the quality of training but anything else they wish to raise.

If the training is for a company, we will encourage that company to collate their own feedback on our services and conduct.

Learners will also be able to provide this anonymously so we can ensure they can raise any concerns without fear or embarrassment.

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Training for Reality's Director and Owner will read every piece of feedback to ensure any matters receive his personal attention and these will be acted on immediately or as soon as practicable in the prevailing circumstances.

Should the complaint or concern be about our Director himself, we will arrange for a 3rd party (agreed by both the company and client), to review the situation and report back to both parties.

This is to ensure a level of independence and a balanced view that all parties can take away any remedial actions or lessons learned.

All Training for Reality policies will be kept under regular and timely review.

Dress Code Policy

At Training for Reality, we strive to maintain a professional and inclusive environment during our training sessions.

To ensure all delegates feel comfortable and respected, we kindly ask everyone to adhere to the following dress code guidelines:

No delegate is to wear any clothing featuring offensive language, symbols, or images, or clothing that display political messages, slogans, or endorsements. Nor any clothing that could be considered obscene or inappropriate in a professional setting.

Expectations

Delegates are encouraged to dress in a manner that reflects professionalism and respect for the learning environment. Smart casual attire is preferred, but comfort is key so learners feel relaxed and open to learning.

Breaches and challenges

In cases where attire does not meet these guidelines, we may respectfully request the delegate to change before continuing participation in the session, or if they refuse ask them to leave the training.

If the delegate is attending as a company employee, we will always refer the situation to the company HR department for further discussion.

Behaviour Standards

Delegates are encouraged to engage positively during training sessions, respecting differing perspectives and maintaining a supportive atmosphere.

Grievances

If you experience or witness any breach of this policy, please report it to the Training for Reality Ltd trainer immediately. All reports will be handled with confidentiality and sensitivity.

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