

Scuba EdVentures

EQUAL OPPORTUNITIES POLICY

Version 1.2

Issued: 26 September 2026

Next review due: August 2027 (or sooner, following any incident or change in the law)

Owner: Director

Scuba EdVentures Ltd, company number 15923090
57 Hobart Road, Loddon, Norfolk, NR14 6LD

Overview

Scuba EdVentures (SEV) is committed to treating everyone fairly, whether that's someone applying to work for SEV, a delivery partner's instructor, or a participant taking part in one of SEV's trips. This policy sets out that commitment and how it applies both to how SEV runs as an employer and to how it designs and delivers its trips.

References to 'participants' below cover school pupils and college or university students taking part in an SEV trip.

Persons responsible

Role	Who / responsibility
Director	Ian Brown. Overall responsibility for this policy and for SEV's compliance with it. Contact: 07491826684 / ian@scubaedventures.co.uk .
Designated Safeguarding Lead (DSL)	Zara Dyer. First point of contact for anything that touches a participant's welfare or safety, including matters raised under this policy, and for any concern about the Director. Contact: concerns@scubaedventures.co.uk .
Deputy DSL	Ian Brown. Covers when the DSL is unreachable, including during trips abroad.

Our policy

1. Policy statement

SEV is opposed to discrimination, harassment and victimisation of any kind, and is committed to equality of opportunity for everyone it deals with — job applicants, staff, contractors, delivery partners, and the participants, parents and schools it works with — regardless of the protected characteristics set out in the Equality Act 2010: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

In this policy:

- **Direct discrimination** means treating someone less favourably because of a protected characteristic. This includes a characteristic they're thought to have, or one belonging to someone they're connected to, such as a family member.
- **Indirect discrimination** means applying the same rule or practice to everyone in a way that puts people with a particular protected characteristic at a disadvantage, where that can't be justified.
- **Harassment** means unwanted conduct related to a protected characteristic, or of a sexual nature, that violates someone's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment for them.
- **Victimisation** means treating someone badly because they've made or supported a complaint of discrimination or harassment in good faith.

2. Scope

This policy applies to SEV's own recruitment and employment decisions, and to how SEV designs and delivers its trips and interacts with participants, parents and schools. It sits alongside the Safeguarding Policy (which covers additional needs and SEND-specific safeguarding risk in more detail) and the Health & Safety Policy (which covers the medical screening every participant goes through before diving).

3. Recruitment and employment

Recruitment decisions are made on merit — the skills, experience and suitability for the role — and nothing else. Job requirements, interview questions and selection criteria are kept relevant to the role being filled. No one is treated less favourably because of a protected characteristic in recruitment, pay, training, or any other aspect of how they're engaged by SEV.

4. Reasonable adjustments and disability

SEV makes reasonable adjustments for staff, contractors and participants with a disability wherever it can. Scuba diving does have genuine, safety-driven medical fitness requirements. These come from the RSTC Diver Medical Participant Questionnaire (the standard medical screening form used by PADI and other diving training agencies), not from SEV, and they sometimes mean a particular condition needs a closer look before someone can dive. That's a safety decision, not a way of screening people out: where the questionnaire (see the Health & Safety Policy, Section 4) flags a condition, the participant is given the chance to have it reviewed by an appropriately qualified diving physician, and a decision is only made once that's been done. SEV doesn't exclude anyone from a trip on the basis of disability alone.

If someone isn't cleared to dive, SEV talks to the school and the family about which other parts of the trip they can still join.

A small number of limits apply to everyone for safety reasons: pregnancy is a standard reason not to dive, and diving training agencies set minimum ages for each course. These are a proportionate way of keeping people safe, which the Equality Act 2010 allows. SEV applies them the same way to everyone and explains them before anyone books.

5. Harassment and bullying

SEV doesn't tolerate harassment or bullying of staff, contractors, delivery partner staff, or participants based on a protected characteristic. This sits alongside, and doesn't replace, the Safeguarding Policy's provisions on child-on-child abuse (Section 2) and the staff code of conduct (Section 6).

As an employer, SEV takes reasonable steps to prevent sexual harassment of its staff, including harassment by third parties such as delivery partner or hotel staff, as the Equality Act 2010 (as amended by the Worker Protection Act 2023) requires.

6. Working with schools and delivery partners

SEV works with each school, college or university to make sure participants' individual needs are known and planned for before the trip. This includes dietary and faith requirements (for example halal, kosher or vegetarian meals, prayer times and fasting periods) and kit or swimwear preferences, such as full-length wetsuits or rash vests for anyone who wants more coverage. Rooming follows the school's own policy, including for transgender or non-binary participants, with arrangements agreed in advance with the participant and their family where needed.

SEV expects delivery partners to meet the same standard. Any concern that a partner is treating participants, staff or anyone else unfairly because of a protected characteristic is raised directly with the partner, and, if not resolved, the partner isn't used again until it is.

7. Complaints

Anyone who feels they've experienced discrimination, harassment or victimisation connected to SEV can raise it with the Director, or with the DSL if it also involves a participant's welfare. If the concern is about the Director, it goes to the DSL, who looks into it without the Director's involvement. Concerns can be raised in person, by phone, or in writing — to the Director at enquiries@scubaadventures.co.uk, or, for anything involving the Director or a participant's welfare, to the DSL at concerns@scubaadventures.co.uk.

SEV acknowledges every concern within 5 working days and aims to give a full response within 28 calendar days, and keeps a clear written record. No one is treated less favourably for raising a genuine concern in good faith. Anyone unhappy with the outcome can get free, independent advice from the Equality Advisory and Support Service, or from Acas if they work for SEV.

8. Review

This policy is reviewed at least once a year, and sooner after any relevant change in the law or a concern that shows it needs updating.

Training

Anyone working for SEV (staff and contractors) reads this policy and signs to confirm they've understood it before their first trip, and again whenever it's updated. The pre-trip briefing set out in the Safeguarding Policy (Section 5) also covers how to meet participants' individual needs and what to do if someone raises a concern under this policy. Delivery partners are sent a copy of this policy as part of SEV's partner vetting.

Documentation

- SEV's Safeguarding and Child Protection Policy.
- SEV's Health & Safety Policy.
- SEV's Equality Concern Form (kept internally).
- The RSTC Diver Medical Participant Questionnaire (see the Health & Safety Policy, Section 4).

Appendix 1

References and further guidance

- **Equality Act 2010** — the protected characteristics referenced throughout this policy. [gov.uk / legislation.gov.uk](http://gov.uk/legislation.gov.uk).
- **Acas equality, diversity and inclusion guidance** — acas.org.uk.
- **Equality and Human Rights Commission (EHRC) guidance for businesses** — equalityhumanrights.com.
- Equality Advisory and Support Service (EASS) — free advice for anyone who thinks they've been discriminated against. equalityadvisoryservice.com.