

Equal Opportunities Policy

1. Introduction

International House Bangkok is committed to promoting equality, diversity, and inclusion in all aspects of its operations. We believe that everyone should have the opportunity to learn, teach, and work in an environment free from discrimination and prejudice. This policy applies to all staff, students, trainees, and other stakeholders involved in our English Language Courses and Teacher Training Courses.

2. Commitment to Equality and Diversity

We are committed to ensuring that no individual is treated less favourably on the basis of gender, age, race, nationality, ethnic background, religion, belief, disability, sexual orientation, gender identity, marital status, pregnancy, or socio-economic background. We actively promote an inclusive culture that respects and values diversity.

3. Admissions and Recruitment

- We welcome applications from students and trainees from all backgrounds and ensure that our admissions process is fair, transparent, and free from bias.
- Selection criteria are based solely on the ability to meet the course requirements and the potential to benefit from our programmes.
- We ensure that recruitment and selection processes for staff are inclusive and non-discriminatory, following best practices in equality and diversity.

4. Teaching and Learning

- We strive to create a learning environment where all students and trainees feel respected and supported.
- Our teaching materials and methods are designed to be accessible and inclusive, reflecting the diverse backgrounds and needs of our learners.
- Reasonable adjustments are made to accommodate individuals with disabilities or specific learning needs.

5. Harassment and Bullying

- Harassment, bullying, or any form of discriminatory behaviour will not be tolerated.
- Procedures are in place for reporting and addressing any incidents of discrimination or harassment.
- All complaints will be taken seriously, treated confidentially, and resolved in a fair and timely manner.

6. Staff Training and Development

- All staff members receive training on equality, diversity, and inclusion to ensure they understand their responsibilities.
- We encourage ongoing professional development to maintain a welcoming and inclusive learning environment.

7. Accessibility and Reasonable Adjustments

- We are committed to making reasonable adjustments to ensure accessibility for all students, trainees, and staff with disabilities.
- This includes physical access to facilities, adjustments to learning materials, and flexible assessment methods where necessary.

8. Monitoring

- Feedback from staff, students, and trainees is encouraged and regularly analysed to help improve our approach to equality and diversity.

9. Contact and Support

Any concerns regarding equality, diversity, or inclusion should be reported in writing via email, addressed to the following designated officers so that support can be given.

Department	Officer	Email
Language courses	Director of Studies	dos@ihbangkok.com
Teacher Training courses	Director of Training	delta@ihbangkok.com
Others	Managing Director	md@ihbangkok.com

The report should include:

- Name and contact details of the concerned party
- A clear description of the incident
- Relevant dates, locations, and people involved
- Any supporting documents or evidence
- The desired outcome, if applicable

The report will be handled in accordance with the procedures outlined in our Complaints Policy.

10. Review

By implementing this policy, International House Bangkok reaffirms its commitment to creating a welcoming and inclusive environment for all learners, teachers, and staff. This policy will be reviewed annually to ensure its relevance and effectiveness.