



STUDIO NINE GROUP LTD

Studio Nine Group Ltd

Equal Opportunities Policy

1. Policy Statement

Studio Nine Group Ltd is committed to providing equal opportunities and fair treatment for all individuals we work with, including clients, participants, suppliers, freelancers, employees, associates and members of the wider community.

We are committed to creating an inclusive, respectful and accessible environment where people are treated with dignity and are not discriminated against, harassed or victimised because of who they are, their background, their circumstances or any protected characteristic.

Studio Nine recognises that equality, diversity and inclusion are essential to good communication, strong community engagement and effective business support. We aim to ensure that our services are welcoming, fair and accessible to all.

2. Purpose of this Policy

The purpose of this policy is to set out Studio Nine's commitment to equal opportunities and to explain how we will prevent discrimination in the way we work, deliver services and engage with others.

This policy applies to:

Employees, freelancers and associates working with Studio Nine.

Clients, workshop attendees and businesses receiving support.

Suppliers, partners and community organisations.

Any individual engaging with Studio Nine's services, events or communications.

3. Legal Framework

Studio Nine is committed to meeting its responsibilities under the Equality Act 2010.

We will not discriminate on the basis of any protected characteristic, including:

Age.

Disability.

Gender reassignment.

Marriage or civil partnership.

Pregnancy or maternity.

Race, including colour, nationality, ethnic or national origin.

Religion or belief.

Sex.

Sexual orientation.

4. Our Commitments

Studio Nine will:

Treat all individuals fairly, respectfully and with dignity.

Provide services in a way that is inclusive and accessible wherever reasonably possible.

Make reasonable adjustments where required to support disabled people or those with additional needs.

Ensure that workshops, consultancy, communications and support sessions are delivered in a respectful and non-discriminatory way.

Use inclusive language and avoid assumptions about individuals, businesses or communities.

Challenge discriminatory behaviour, inappropriate language or exclusionary conduct where it arises.

Make decisions based on ability, suitability, need and agreed criteria, not personal characteristics or background.

Aim to create safe and supportive learning environments where people feel able to participate.

5. Service Delivery

Studio Nine provides communication, social media, digital visibility and confidence-based support to individuals, founders, businesses and community organisations.

In delivering services, Studio Nine will aim to:

Consider different levels of confidence, experience and access to digital tools.

Support individuals who may feel nervous, excluded or overwhelmed by social media, online visibility or communication.

Avoid a one-size-fits-all approach and tailor support to the needs of each person or business.

Make materials clear, practical and easy to understand.

Provide alternative ways to engage where reasonably possible, such as written worksheets, one-to-one support, group workshops, online communication or follow-up notes.

6. Recruitment, Freelancers and Associates

Where Studio Nine works with employees, freelancers, contractors or associates, selection will be based on relevant skills, experience, values, suitability and ability to deliver the work required.

Studio Nine will not discriminate in recruitment, selection, contracting, payment, development opportunities or working relationships.

7. Harassment, Bullying and Victimisation

Studio Nine will not tolerate bullying, harassment, victimisation or discriminatory behaviour.

This includes behaviour based on any protected characteristic, as well as conduct that makes another person feel intimidated, humiliated, excluded or unsafe.

Any concerns raised will be taken seriously and handled fairly, sensitively and appropriately.

8. Reasonable Adjustments and Accessibility

Studio Nine will make reasonable adjustments where possible to support people with disabilities, additional needs or access requirements.

This may include, but is not limited to:

Providing information in advance.

Allowing extra time during activities.

Adapting workshop delivery.

Offering written follow-up materials.

Considering physical access needs when using venues.

Adjusting communication methods where appropriate.

9. Responsibilities

The Director of Studio Nine Group Ltd is responsible for implementing this policy and ensuring that equality and inclusion are considered in the way services are planned, promoted and delivered.

Anyone working on behalf of Studio Nine is expected to follow this policy and behave in a way that supports fair, respectful and inclusive practice.

10. Raising Concerns

Anyone who feels they have been treated unfairly, discriminated against, harassed or excluded while engaging with Studio Nine should raise the matter with the Director.

Concerns will be reviewed carefully and handled as fairly and confidentially as possible. Appropriate action will be taken where required.

11. Monitoring and Review

Studio Nine will review this policy regularly to ensure it remains appropriate, relevant and legally compliant.

This policy will be reviewed at least annually or sooner if there are changes in legislation, service delivery or business operations.

Policy owner: Studio Nine Group Ltd

Date adopted: January 2026

Review date: January 2027