

## **Equal Opportunities Policy**

David Thomas Media Ltd strives to be as inclusive as possible when running workshops and eLearning courses for clients.

As a small business we have no training premises of our own, but work with clients to ensure that their training space is appropriate for the needs of their trainees.

### **Mobility and access**

Although we do not normally run open courses in our own premises, we work closely with reputable client partners to ensure equal access.

We only hire premises which have appropriate and legal access facilities.

### **Hearing disabilities**

We have worked with a number of signers to ensure trainees with hearing disabilities are able to take part fully in workshops activities.

### **Seeing disabilities**

Our online support includes handouts in large print and web pages which are easily read by screen readers.

We carry versions of handouts printed on blue paper for trainees with dyslexia.

We have also made special arrangements with clients to work individually with blind trainees where that is more appropriate.

### **Learning disabilities**

We have worked with Mencap to include handouts and other paperwork which is tailored for trainees with learning disabilities.

*last update: Nov 2017*