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## Equality and diversity policy

As an organisation the Embassy International School takes equality and diversity seriously; discrimination, harassment, bullying and victimisation are totally unacceptable.

**Equality** means that everyone should be treated fairly. It recognises that everyone has individual needs and that they have the right to have their needs respected.

**Diversity** means our background, knowledge, skills, aptitudes and experiences are all different and that our differences should be valued and appreciated.

### We recognise the following protected characteristics:

- Age
- Marriage and civil partnership
- Sex
- Disability
- Race
- Sexual orientation
- Gender reassignment
- Pregnancy and maternity
- Religion or belief (or lack of religion or belief)

As a company we will guard against direct, perceptive, indirect and associative discrimination in respect of these characteristics. We will work to remove or minimise any disadvantages experienced by people who share a protected characteristic.

We commit to:

- comply with all employment and equality legislation
- treat all employees fairly and with dignity and respect regardless of their employment status value the contribution that all employees make to our work
- appreciate people's diversity and value their differences
- pay due rigour to selection, recruitment, training and development processes to ensure that candidates are selected for their aptitude and ability
- give all employees equal opportunities in the workplace regardless of their age, religion or belief, disability, colour, ethnic or national origin, gender, marital/civil partnership status, sexual orientation or transgender status
- deal with problems quickly, thoroughly and confidentially.

The company directors are responsible for ensuring our policy is followed. Breach of this policy will be regarded as misconduct and will result in an employee being disciplined. The owners reserve the right to terminate an employee's contract in case of serious or repeated non-compliance with this policy.

Kristian Cejka

Principal

Embassy

International School Revised September

2025, next revision September 2027