



**LEICESTER**

**EQUALITY AND  
DIVERSITY  
POLICY  
2019/20**

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## **1. Policy Statement**

- 1.1 This College is committed to ensuring the promotion of equality of opportunity for all members of the College community. It is seeking to create a climate where all forms of discriminatory behaviour are challenged, differences between individuals celebrated and generate a culture where all staff and students are encouraged to achieve their full potential. The College is keen to ensure that equality of opportunity underpins all policies, valuing all members of the college community equally.

## **2. Scope**

- 2.1 This policy covers all forms of discrimination as defined by the Equality Act 2010. Firstly *Direct Discrimination* whereby a person is treated less favorably because of a protected characteristic, or discrimination through the perception that they have a protected characteristic, or discrimination based on a person's association with someone who has a protected characteristic. Secondly, *Indirect Discrimination* where there is an unjustifiable application of a provision, criterion or practice, even though it is applied to everyone where individuals of a protected characteristic are unfairly disadvantaged.
- 2.2 Protected characteristics refer to: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The College seeks to ensure that no individual or group - because of their protected characteristic - face discrimination, harassment or victimisation. It is now also unlawful for employers to ask health related question prior to job offer, unless the questions are specifically related to an intrinsic function of the work.
- 2.3 The policy relates to all students, staff, governing body members, contractors, parents, and other visitors or users of the College facilities.
- 2.4 The College will abide by the current equality legislation (October 1<sup>st</sup> 2010) and ensure that all subsequent legislative changes are fully utilised to update the Equality and Diversity Policy accordingly.

## **3. Equality and Diversity Policy and Core Values**

- 3.1 Promoting, celebrating and valuing diversity is at the heart of the College's core values, and will benefit the College in all aspects of

its members' performance. These values complement the Prevent Duty values namely democracy, rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. In July 2015, the Prevent Duty became law.

### 3.2 *Respect*

College will undertake to ensure all individuals and groups are treated fairly, courteously and with respect. Beliefs, values and religious views will be respected and tolerance encouraged where individuals or groups may have differences.

### 3.3 *Excellence and High Aspirations*

College will ensure that all members of the community are encouraged, supported and have equal opportunity to achieve their full potential. Pride will be taken in all achievements, and celebrated where appropriate.

### 3.4 *Support*

All members of the college community will be given equal access to support in their work or studies. College will make all *reasonable adjustments* to ensure individuals are given assistance and help where appropriate.

### 3.3 *Inclusion*

Diversity is not only valued by the College, but also celebrated and promoted. The College will seek to ensure that individuals understand differences in others and that activities and opportunities are adjusted where appropriate to ensure equality of access for all groups.

### 3.5 *Global Citizenship*

The College celebrates and promotes understanding of international differences, encouraging all members of the College community to develop a better appreciation, tolerance and respect for global issues.

### 3.6 *Enthusiasm*

College is a passionate place to work and learn, and will seek to nurture a positive attitude amongst all of the college community towards diversity, celebrating and exploring differences and valuing all individuals.

### 3.7 Integrity

All inappropriate behaviour and actions against the spirit of the Equality and Diversity Policy will be challenged and not tolerated. Members of the College community are expected to act with integrity at all times in recognising and respecting individuals' differences.

## 4. Monitoring and Administration

4.1 Gateway College staff will monitor the effectiveness of the Equality and Diversity Policy through the following policies and guidelines, but not limited to:

- Behaviour for Learning Policy
- Board Assurance Policy
- Bursary Discretionary Fund Policy
- Code of Conduct
- Concerns and Complaints Policy
- Continuing Professional Development Policy
- Examination Policy
- Fees Policy
- Health and Safety Policy
- Learner Experience and Tutorial Strategy
- Lesson Observation policy
- Prevent Strategy

4.2 The College consider equality and diversity issues in all aspects of College life and business and ensure that all College policies and procedures are developed to positively support and develop equality and diversity.

4.3 The College will develop links and partnerships with external community organisations to support the development of equality and diversity in our locality.

4.4 Monitoring will also include assessing how the equality policy is working in practice, reviewing them annually, and considering and taking action to address any issues.

## **5. Breaches of the Equality Policy**

5.1 The College will take very seriously any instances of non-compliance to the College's Equality and Diversity Policy by staff, students or other members of the College community. All instances will be investigated and appropriate disciplinary action taken against the student or staff member.

## **6. Access to the Equality Policy**

6.1 The College will seek to ensure that governors, staff, students and other members of the College community (e.g. work placement providers) are aware of the Equality and Diversity Policy and expectations it conveys.

6.2 The College's commitment to equality and diversity will be embedded in College publications such as the prospectus, self-assessment report and other published material, including the College web site.

6.3 The college tutorial programme will emphasise the College's commitment to equality and diversity, highlighting the expectations of student behaviour, and the consequences for engaging in inappropriate conduct.

6.4 The College tutorial programme will further address issues of equality and diversity, celebrating differences, joining student led diversity groups, including the BME and LGBTQ in-house support groups, and encouraging students to uphold the College's core values.

6.5 All new staff will be given appropriate equality and diversity staff development as part of their programme of induction, and existing staff will receive staff development updates on equality and diversity issues where appropriate.

## **7. Summary of expectations:**

7.1 Students will be expected to:

- uphold the core values of the college at all times
- not engage in or accept any bullying or harassment
- respect, recognise and acknowledge the varying needs of all members of the College community

- be prepared to challenge and report inappropriate behaviour
- act with due consideration and respect towards all members of the College and wider community at all times.
- treat all staff, fellow students and visitors with courtesy and respect at all times, and without discrimination.

## 7.2 Students can expect from College:

- inclusive learning practices which acknowledge differences in students' learning styles and abilities
- learning materials free from bias, which celebrate diversity and challenge stereotyping
- all instances of bullying, harassment or discrimination to be taken seriously and fully investigated, with appropriate action taken.
- to be treated with respect and courtesy at all times.
- a learning environment where differences are not only respected but are celebrated
- equality of opportunity to participate in cross College organised events
- all reasonable adjustments and support in helping you meet your learning aims

## 7.3 Staff will be expected to:

- uphold our core values at all times
- challenge and report all instances of bullying, harassment and discrimination in the College community.
- lead by example in demonstrating understanding of, and respect for differences in diversity groups
- be courteous, respectful and treat without discrimination all members of the College community
- contribute to the development of a learning environment free from discrimination, victimisation harassment.

## 7.4 Staff can expect from College:

- all employees to have equal chances of staff development, career development and promotion opportunities.
- appropriate induction training and subsequent staff development on equality and diversity issues where appropriate, including days off for religious observance
- inappropriate behaviour from any member of the College community to be challenged, with appropriate disciplinary action taken
- to be treated fairly at all times, in an environment which respects individual differences and challenges discrimination
- all staff members to take responsibility for promoting a fair, inclusive and supportive environment, where discriminatory practices are challenged.

## **8. Complaints**

- 8.1 Any member of staff or applicant for employment who believes they have experienced or observed discrimination should seek advice and support from the Vice Principal Human Resources or the Human Resources Manager.
- 8.2 Any member of staff may raise their concerns through the College's Concerns and Complaints Policy
- 8.3 Any governor who believes they have experienced discrimination should seek advice and support from the Clerk to Corporation.
- 8.4 Any other member of the College Community, including students or applicants for courses, contractors and work placement providers, who believes they have experienced or observed discrimination, should raise their concerns with the Vice Principal Human Resources or the Human Resources Manager.
- 8.5 The Equality and Diversity Policy is fully supported by senior leaders and Governors

## 9. Equality and Diversity Checklist

1.	<b>Impact on Students/Staff</b>	This policy outlines College guidelines for staff and students when dealing with equality, diversity and inclusion issues
2.	<b>Impact on PREVENT:</b>	The policy sits alongside staff responsibilities re PREVENT in relation to equality, diversity and inclusion
3.	<b>Impact on Health &amp; Safety:</b>	Potential impact in relation to issues concerning incidents
4.	<b>Impact on Data Protection/Freedom of Information</b>	Outlines staff and student guidelines for collection of sensitive personal data for monitoring purposes
5.	<b>Communication/Consultation</b>	The updated policy will be stored on the intranet for all
6.	<b>Link with Strategic Plan</b>	Helping to achieve excellence
7.	<b>Process of review/ Process of review of effectiveness</b>	Policy is reviewed annually
8.	<b>Legal authority</b>	In line with the Equality Action 2010 and case law
9.	<b>Responsibility for maintaining this policy rests with</b>	Nelista Cuffy/ Nicola Martin
10.	<b>Links to Policies</b>	SharePoint Documents