



EQUAL OPPORTUNITIES POLICY

POLICY STATEMENT - OUR COMMITMENT

The College celebrates and values the diversity brought to its workforce by individuals and believes that the College will benefit from employing a diverse workforce which represents our learner profile and the surrounding communities by providing positive role models for both learners and staff. We promote equality, diversity and inclusion to all our staff and learners and value difference.

GENERAL PRINCIPLES

The College is committed to equality of opportunity for all employees and learners regardless of their status and will treat all employees with dignity and respect. The College will create a positive inclusive ethos with a shared commitment to challenging and preventing stereotyping, prejudice and discrimination between all members of the College community.

The College will seek to promote a positive working environment free from discrimination, harassment or victimisation.

SCOPE

The Equality Act 2010 has harmonised previous equality legislation and we are committed to new provisions in the Act in regard to;

- Disability discrimination provisions
- Protected characteristics; age, gender re-assignment, pregnancy and maternity, religion and belief, sexual orientation, race, sex, disability. Marriage and civil partnership is a protected characteristic for employees.
- Positive action
- The public sector equality duty.

This Policy, applies to all members of the College community including all those who come into contact with the College. The policy covers discrimination in all the protected characteristics and also applies to physical appearance, status as ex-offenders and trade union membership.

The Policy applies to all areas of College activity, in particular, focus will be directed to:

- Strategic planning
- Policy development
- Curriculum development and delivery
- Marketing
- Business development
- Support services
- Employment practice
- Partnership arrangements

ROLES AND RESPONSIBILITIES:

All members of the College community are personally responsible for applying the College's policy and ensuring they are aware of the College's statutory duties in relation to race, gender and disability legislation. Specific responsibilities lie with:

Governors

Who are responsible for ensuring that:

- The membership of the Corporation reflects the diversity of the communities served by the College.
- They are aware of the Corporation's statutory responsibilities in relation to race, gender and disability legislation as an employer and service provider.
- They receive and respond to the under-represented monitoring information in relation to learners and staff.

The Principal and Directorate

Who are responsible for:

- Taking the lead in creating a positive, inclusive ethos that challenges inappropriate behaviour on the part of managers, staff or learners.
- Ensuring all aspects of College policy and activity are sensitive to discriminatory issues.
- Ensuring all monitoring information is collected and analysed.
- Ensuring targets are set for the recruitment, retention and achievement of learners and staff based upon the analysis of monitoring information.
- Ensuring individual lesson observation records and summary reports will include reference to the race, gender and disability issues where they arise.
- Curriculum areas which are required to assess performance in relation to race, gender and disability issues and take action as appropriate.
- Ensuring all College publicity material presents appropriate and positive messages about minority groups.
- Ensuring that staff and learner induction programmes and tutorial programmes reflect the College's commitment to promote equality of opportunity.
- Providing appropriate training and development to support the appreciation and understanding of diversity.

Staff

Who are responsible for ensuring that:

- Their schemes of work, lesson content and teaching resources demonstrate sensitivity to issues of cultural diversity and meets the individual needs of learners;
- They challenge inappropriate behaviour by learners, work placement providers, outside contractors or other members of staff;
- The College and each of its individual staff confront discriminatory behaviours, whether witting or unwitting, whenever it occurs.

SUPPORT

The College has informal and formal processes in place to assist any person in raising a complaint of discrimination, harassment or victimisation in accordance with the Grievance Procedure or the Harassment and Bullying Policy.

No individual will be penalised for raising such a complaint unless the substance of the complaint is untrue or the complaint is made in bad faith, for example out of malice in which case false accusation following an investigation will be subject to disciplinary action.

BREACHES

Any member of staff or learner who harasses any other member of staff or learner on any grounds will be subject to the College's Misconduct Procedure. In all such cases, persons found guilty of such behaviour following a proper investigation and hearing will face disciplinary action.

Approved by:	The Executive
Date:	Amended November 2014 (revised due to changes in job titles) March 2012
Location of Policy:	College Intranet
Person Responsible:	Group Director - Human Resources