



# REASEHEATH COLLEGE

## EQUALITY, DIVERSITY AND INCLUSION POLICY

### 1. Aims

1.1 Reaseheath College is committed to achieving its public sector general equality duty, which is set out in the Equality Act 2010 by having due regard to the need to:

- **eliminate unlawful discrimination**, harassment, victimisation and any other conduct prohibited by the Equality Act 2010
- **advance equality of opportunity** between people who share a protected characteristic and people who do not share it; and
- **foster good relations** between people who share a protected characteristic and people who do not share it.

1.2. The College will, through its commitment to equality, diversity and inclusion ensure that all individuals are able to achieve their full potential and realise their personal goals irrespective of any of the protected characteristics, which are set out in the Equality Act 2010. These are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

1.3 The Equality, Diversity and Inclusion Policy seeks to ensure that the College is fully committed to ensuring equality of opportunity and fairness in all areas of employment and education, and in recognising and celebrating the value of diversity.

1.4. The College believes its people and its learners are the key to its effectiveness.

1.5. To be successful the College aims to appoint, develop and motivate people and create a working environment which encourages high performance, trust and co-operation between individuals and teams. Equality, diversity and inclusion are fundamental to the achievement of this aim.

1.6. The College will both as an employer and as a provider of education and training work towards eliminating unlawful discrimination, harassment or victimisation on the grounds of each of the nine 'protected characteristics' outlined in the Equality Act 2010 and will work towards eliminating

discrimination on the grounds of a perceived or associative protective characteristic; thereby promoting an environment where all individuals feel valued, safe, included and respected.

- 1.7. The College will continually strive to create an inclusive environment by recognising, valuing and celebrating difference and appreciating that people with different backgrounds, experience, skills and attitudes introduce new ideas and develop increased awareness, understanding and harmony within the College community.
- 1.8. The College has a clear mission and clear values, which incorporate equality, diversity and inclusion.
- 1.9. The College staff recruitment and selection process CPD processes, policies and practice are designed to ensure that when employment decisions are made, they are based solely on the skills and qualities required for the position and comply with all relevant employment legislation and best practice standards.

## 2. Scope

2.1 The Policy applies to all members of the College community including:

- Board of Governors
- potential employment applicants,
- all employees, consultants and agency workers
- potential learner applicants applying for courses at the College
- all learners,
- third party partners/contractors, and visitors to the College.

## 3. Responsibilities

The Colleges corporate responsibilities, together with the responsibilities of individual members of the College, are explained below:

- 3.1 All employees, consultants and agency workers at Reaseheath College have a responsibility to comply with the Policy.
- 3.2 The Policy forms part of the formal contract of employment for staff, failure to comply could result in disciplinary proceedings. In certain circumstances, a breach of the Policy may constitute a criminal offence and the College may be required to report the matter to the police.
- 3.3 Staff responsibilities:
  - treat all individuals fairly, with dignity and respect
  - comply with all College policies, best practice standards and promote an environment where everyone feels safe, supported and included
  - report all incidents where a breach of equality and diversity has occurred
  - comply with all equality, diversity and inclusion initiatives
  - promote the principles of equality, diversity and inclusion to other staff and students

### 3.4 Manager/Supervisory responsibilities:

- foster an inclusive College environment free of bullying, harassment and discrimination, where differences are valued and welcomed, and individuals are able to be accepted for who they are
- take appropriate action in accordance with College policies and procedures in circumstances where a breach of equality and diversity has occurred
- not discriminate unfairly in the way a service on behalf of the College is provided or services procured
- not discriminate unfairly if involved in the recruitment, promotion and management of staff, or in the selection and supervision of students
- promote the principles of equality, diversity and inclusion to other staff and students

### 3.5 Learner responsibilities

- treat all individuals fairly, with dignity and respect
- comply with all College policies, best practice standards and promote an inclusive environment where everyone feels safe, supported and valued
- report all incidents where a breach of equality and diversity has occurred
- comply with all equality, diversity and inclusion initiatives
- promote the principles of equality, diversity and inclusion to other learners

### 3.6 College Partners/Third Party Contractors

All College partners/Third Party Contractors are expected to comply with the Policy.

It is a requirement of staff to bring to the attention of all College Partners/Third Party Contractors (including work placement providers) the Policy and seek assurance regarding the third-party organisations approach to equality, diversity and inclusion in the workplace.

### 3.7 Equality, Diversity and Inclusion (EDI) Committee

The College has an EDI Committee chaired by the Director of People and Culture with membership representative of both College staff, students and governors. The EDI Committee sets the strategy, direction and focus for equality, diversity and inclusion issues and produces an annual Equality, Diversity and Inclusion Strategy report and Action Plan, which are agreed by the Board of Governors. The EDI Action Plan translates the strategy into measurable improvement and development initiatives. This is then driven and measured by the Committee.

## 4. Implementation

4.1 All learners are encouraged to participate in learning programmes which reflect and value people regardless of marital and civil partnership, pregnancy and maternity, family responsibilities, sex, sexual orientation, race, religion or belief, gender reassignment, disability, age, socioeconomic/geographic factors so as to:

- foster harmony, understanding and support

- enable learners to recognise and counter all forms of prejudice and
  - enable learners from across the learning community to take part in learning programmes
- 4.2 The College staff development programme and learner curriculum will allow for a wide range of teaching methods and resources to promote inclusivity and sensitivity to issues of equality and diversity and the opportunity for staff and learners to have equality of opportunity to achieve their potential whilst setting deliberate goals that look beyond the College experience into the post-College world.
- 4.3 All members of the College community are required to promote equality of opportunity and welcome and celebrate the value of diversity. Training in equality, diversity and inclusion will be provided to employees, learners and Governors to achieve this aim.
- 4.4 The College ensures that equality, diversity and inclusion are threaded through all staff development activities, included in corporate induction via a specific e-learning package and promoted visibly through the College values within learning, teaching, assessment and support.
- 4.5 The College will use SharePoint and the College newsletter to promote equality, diversity and inclusion, share good practice and success, provide useful information and links to other websites and information sources and raise topical and relevant issues.
- 4.6 The College will seek the opinions of staff, learners and external partners to inform of potential opportunities to improve College practices.
- 4.7 The College will continue to develop and strengthen engagement with community groups to ensure a full understanding is achieved for learners and staff of minority group issues.
- 4.8 The College will look to develop new ways in which it can promote its ongoing commitment to inclusivity where all individuals are valued, and difference is welcomed and celebrated.
- 4.9 The College will formally record and publicise in accordance with statutory requirements information to comply with the Equality Act 2010 public sector general equality duties.

## **5. Monitoring and Review**

- 5.1 The Policy will be reviewed annually. On occasion an earlier amendment may be required to reflect a legislative change, best practice standard or College procedural amendment.
- 5.2 The EDI action plan is agreed and implemented through the EDI Committee and is a flexible document. It builds upon findings from the College EDI Audit and identifies a range of actions for implementation. It is monitored on a termly basis.
- 5.3 The College will as part of its daily business monitor key areas, review policies and procedures, ensure effective and proportionate equality impact assessments, and identify areas of improvement for consideration and incorporation within the EDI Action plan.
- 5.4 The college will also identify strategies to reduce any identified achievement shortfalls or areas of underrepresentation, thereby ensuring all staff and learners attain maximum benefit and the College is representative of the community that it serves.

- 5.5 Data, conclusions and recommendations arising from monitoring exercises, i.e. compliance with the public sector specific duties, will be reported to the Staff Partnership Forum (Staff Voice), EDI Committee, Group, Senior Management Team and Board of Governors.
- 5.6 This Policy should not be read in isolation, but as an overarching policy that impacts on all relevant College employment and learner policies
- 5.7 The effectiveness of the Policy in terms of both content and implementation, will be judged through monitoring and evaluation and will be reviewed annually.

## 6. Further Information

Further guidance can be found in the Joint Agreement on Guidance on Equality in Employment in FE Colleges. Association of Colleges [www.aoc.co.uk](http://www.aoc.co.uk).

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