

## POLICY STATEMENT



## EQUALITY AND DIVERSITY POLICY

### College Mission Statement

**'To serve the community through world class, high quality education and training, and the pursuit of excellence in all that we do'**

### 1. Policy Statement

1.1 The Bournemouth and Poole College is committed to the principles of Equality and Diversity for everyone. This commitment underpins and impacts on every area of activity and influences how the College works and what it does.

1.2 The College is opposed to any form of discrimination. It commits itself to the redress of any inequalities by taking positive action wherever appropriate.

### 2. Introduction to the Equality and Diversity Policy

2.1 Equality and Diversity underpins the College Mission Statement. A written policy for Equality and Diversity helps ensure that key stakeholders, including the Board of the Corporation, the Executive, Senior Management Team, employers, outside partners, and all students and employees recognise and support the College's commitment to equality and diversity. The policy is monitored by the College Equality Forum which ensures that action plans and outcomes are monitored regularly.

2.2 Information about this policy is included in all student, staff and external handbooks for guidance in learning and working at the College, to encourage individual ownership of the promotion and implementation of Equality and Diversity.

2.3 The Equality and Diversity Policy has been developed within the framework of existing legislation. The College commitment to continuing evaluation will ensure that new and anticipated legislation will be reviewed and incorporated within the policy as appropriate.

2.4 The Equality and Diversity Policy is regularly evaluated by students, employees, external clients, customers and others working in partnership with the College through College initiatives including representation at community fora; distribution of student feedback questionnaires; employee surveys and other appropriate means.

### 3. Definition of Terms

- **Direct Discrimination** occurs when a person is treated less favourably than others on grounds of their sex, sexuality, race, nationality (including citizenship), ethnic or national origins, religion, marital status, disability or age.
- **Indirect Discrimination** occurs when a rule or condition or requirement which applies equally to everyone has a disproportionately adverse effect on people from any disadvantaged group.
- **Victimisation** occurs when a person is discriminated against for taking action under any named Act or supporting such action by another.
- **Harassment** occurs when a person is subjected to unwelcome or inappropriate behaviour that undermines, demeans, offends, insults or injures them; creates an unpleasant working

or learning environment; and/or threatens their job security, promotion prospects or the outcome of their studies.

#### **4. Demonstrating commitment to Equality and Diversity**

4.1 The College Equality and Diversity Policy reflects the needs of all students, ensuring the diverse learning needs of those from all targeted/under-represented groups are met. The LSC and other funding bodies require the College to demonstrate its commitment to Equality and Diversity and responsiveness to the needs of under-represented groups in their local communities. The College demonstrates this responsiveness through -:

- agreeing targets as appropriate to increase access to and participation in learning from specific groups of students; to close equality gaps in retention; achievement and job outcomes.
- close and full involvement in the College of people from all targeted/under-represented groups which strengthen and deepen its roots in the local community.
- recognising that by widening participation and promoting inclusive learning organisational learning and social barriers need to be removed and working with all key stakeholders to achieve this.
- developing the reputation and practice that will attract the very best job applicants from all backgrounds.
- establishing partnerships from a variety of agencies such as the LSC, local authorities, BDPLP (Bournemouth, Dorset and Poole Learning Partnership), private sector employers as well as voluntary organisations and community groups representing targeted/under-represented groups.

#### **5. Sources of Indicative Evidence to measure and evaluate Equality and Diversity**

5.1 The effectiveness of the policy will be indicated through the outcomes of the following activities:-

- Conducting relevant analyses and taking appropriate actions to remedy any under-representation and/or under-achievement by particular groups of students
- Planning teaching and learning effectively to meet the needs of all students
- Measuring students retention and achievement through year on year targets
- Planning curriculum content, organisation and management to enable students to achieve nationally approved standards for training and education
- Providing support for students including impartial guidance, induction, effective learning support, effective guidance on opportunities when they leave, and support on personal issues
- Using resources and accommodation to best effect in promoting learning for all
- Incorporating high standards for equality and diversity within the College quality systems.
- Ensuring that strategic and operational business plans contain aims, objectives, targets and criteria for Equality and Diversity which are supported and understood by all staff
- Regular evaluation of the College's Equality and Diversity strategic direction and performance by The Board of the Corporation

To be measured by Self Assessment Reports and the College Quality Assurance Framework

## 6. The Governance Framework of the Equality and Diversity Policy

6.1 It is the responsibility of the Board of the Corporation through the Bournemouth and Poole College Equality and Diversity Policy to ensure that policies and procedures are in place so that no student or employee of the College suffers discrimination in any way.

6.2 The Board of the Corporation of Bournemouth and Poole College recognises that an employer may be liable for any discriminatory act by an employee in the course of his or her employment.

6.3 The Board of the Corporation recognises that if a discriminatory act occurs without its knowledge or consent to a student or employee it provides no defence in law, unless the employer can show that all reasonable steps have been taken to prevent such discrimination.

6.4 The Equality and Diversity Policy supports all other relevant policies to ensure that if any student or employee is discriminated against or discriminates against another, appropriate action will be taken.

6.5 The Bournemouth and Poole College ensures the Equality and Diversity Policy is implemented throughout the whole of the College's activities and represents the whole College community and its partners through the Equality and Diversity Forum. The Forum oversees implementation of the Equality and Diversity Action Plan which includes:-

- staff training and development
- consultation on Equality and Diversity procedures
- the Employee handbook
- staff and student induction
- ensuring College policies; procedures and documentation support good practice
- monitoring all targeted and under-represented groups to ensure targets are met
- working with key local equality organisations and voluntary sector bodies

## 7. General

7.1 This policy should be read in conjunction with other relevant College employment and student policies, including the Race Equality Policy Statement (CO7) and the Disability Equality Policy Statement (CO2).

**Signed:**.....(Bernard Vaughan) **Date:** 20 July 2006

**Designation:** Chair to the Board of the Corporation

**Policy ref/version number** CO8/V4

This Policy (CO8) and Student Guide (CO8a) to be reviewed by Equality Forum, Sub Committee of the Board of Corporation by May 2008.

All queries on this policy should be referred to the Department of Quality and Development.