



**Policy on  
Equality, Diversity and Inclusion**

**New College Durham is committed to safeguarding & promoting the welfare of vulnerable groups and expects all staff and volunteers to share this commitment.**

# **New College Durham Equality, Diversity and Inclusion Policy**

## **(Equality and Diversity Assessment)**

We will consider any request for this procedure to be made available in an alternative format.

We review our policies and procedures regularly to update them and to ensure that they are accessible and fair to all. All policies and procedures are subject to equality impact assessments. Equality Impact Assessments are carried out to see whether the policy has, or is likely to have, a different impact on grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation or human rights.

We are always keen to hear from anyone who wants to contribute to these impact assessments and we welcome suggestions for improving the accessibility or fairness of the policy.

To make suggestions or to seek further information please contact:

Human Resources Department  
[human.resources@newdur.ac.uk](mailto:human.resources@newdur.ac.uk)  
Tel: 0191 375 4025/4023

If any employee has difficulty understanding this policy or needs assistance completing any documentation associated with the policy, please contact either your trade union representative or the College's Human Resource Department.

<b>Policy Title</b>	Equality, Diversity and Inclusion Policy
<b>Document Owner</b>	Director of HR and Corporate Services
<b>Owning Directorate</b>	Corporate Services
<b>Owning Department</b>	Human Resources
<b>Directorates and Departments affected by this Policy</b>	All staff
<b>Policy Effective From</b>	July 2017
<b>Next Review Date</b>	July 2022

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# New College Durham

## Equality, Diversity and Inclusion Policy

### 1. Introduction

New College Durham is a place where learning and working exists in an environment that advances equality of opportunity, celebrates diversity and allows everyone to achieve their fullest potential. The College is opposed to any form of discrimination and we will ensure that our practices are **legal, accessible** and **fair** to students, staff, stakeholders and service users.

### 2. Statement of Intent

2.1 New College Durham is committed to:

- ensuring potential and current staff, students, stakeholders and visitors do not experience discrimination;
- creating a positive and inclusive work and study environment where everyone feels valued and respected;
- raising the awareness with regards to discrimination and ensure that all students, staff, stakeholders and service users are aware of their responsibilities under the current equality legislation;
- supporting the recruitment, retention, progression, personal and professional development of all our students, staff, stakeholders and service users;

2.2 Staff are encouraged to:

- embed equality and diversity within all our practices;
- advance equality and diversity and tackle all forms of discrimination;
- celebrate diversity and difference;
- seek to educate colleagues, students and the community to both foster good relations and recognise the benefits of a diverse community.

2.3 To support our students we will develop a learning community that is reflective of the diversity of the area and ensure our learner policies are fit for-purpose and review them regularly.

2.3 We will ensure we are meeting our legal duties under the Equality Act 2010 by:

- driving the agenda at the highest level;
- sharing good practice and raising awareness across the organisation;

- working with students, staff, stakeholders and service users to address barriers faced by particular groups to allow full participation;
- monitoring, measuring and evaluating the impact of Equality, Diversity and Inclusion policies, procedures and practice.
- promoting equality, diversity and inclusion in all areas of employment and learning and continually review our policies and procedures in these areas.

2.5 In seeking to achieve a balanced workforce at all levels, the College will ensure that no employee, job applicant or candidate for promotion or training will be disadvantaged, or treated less favourably because of conditions or requirements that are not related to the job. Reasonable adjustments will be made to working arrangements and premises to ensure equal access for employees or potential employees who have particular needs or who are disabled.

### 3. The College Duty

3.1 The **Equality Act 2010** legally protects people from discrimination in the workplace and in wider society. It replaced previous anti-discrimination laws with a single act, making the law easier to understand. The characteristics protected under this act are:-

Age	Marriage and Civil partnership	Religion or Belief
Disability	Pregnancy and Maternity	Sex
Race	Gender Reassignment	Sexual Orientation

3.2 The **Public Sector Equality Duty (PSED)** came into force on 5 April 2011. It means that public bodies have to consider all individuals when carrying out their day-to-day work, shaping policy and delivering services. It requires public bodies to have due regard to:

- eliminate discrimination;
- advance equality of opportunity;
- foster good relations between different people when carrying out their activities.

3.3 The **Prevent Strategy** was published by the Government in 2011, it is part of the counter-terrorism strategy, CONTEST. The aim of the Prevent strategy is to reduce the threat to the UK from terrorism by stopping people becoming terrorists or supporting terrorism. There are three specific strategic objectives:

- respond to the ideological challenge of terrorism and the threat we face from those who promote it;
- prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support;
- work with sectors and institutions where there are risks of radicalisation that we need to address.

The Government has defined extremism in the Prevent strategy as vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. The promotion of British Values underpins our ethos.

- 3.4 New College Durham successfully held **Leaders in Diversity** Standard Stage 3 since May 2016.

Although working towards being a Leader in Diversity gave the College an opportunity to use a varied framework to measure our progress and continued improvement we felt that as the measures within the standard have not changed sufficiently enough in order to offer any additional improvements.

The Leaders in Diversity journey and retention of the standard gave a positive message to all the stakeholders, internal and external, and each person should be congratulated for their input and success of the organisation.

- 3.5 New College Durham is a **Mindful Employer** we work hard to raise awareness of mental health. We have a range of support that our staff and students can access. Being a Mindful Employer helps us to retain valued and experienced members of staff and meet our duty of care and legislative obligations.

- 3.6 New College Durham is a **Level 2 Disability Confident Employer**. The Department for Work and Pensions, Disability Confident scheme aims to help employers engage and retain disabled people and those with health conditions.

The College supports and promotes the right of a disabled person to feel valued and have the ability to make decisions and continues to offer support to staff through Occupational Health and Access to Work. Reasonable adjustments are made to working arrangements and premises to ensure equal access for employees or potential employees who have particular needs or who are disabled.

- 3.7 To ensure that all employees and potential employees are treated with equality and fairness at all stages of employment, and that their treatment is based solely on objective and job related criteria, the College will ensure that equality, diversity and inclusion are embedded into all its policies, practices and procedures. Support to employees will be available through the Human Resources Team (including reference to independent counselling as appropriate) as well as via normal line management.

- 3.8 The College has adopted the IHRA definition of antisemitism. Antisemitism is recognised as a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities. The definition helps us better understand and recognise instances of antisemitism, and gives examples of the kind of behaviours, which, depending on the circumstances, could constitute antisemitism.

## 4. Training

- 4.1 The College ensures all staff are offered highly effective CPD in all areas of equality, diversity and inclusion to enable them to carry out their jobs in a way that reflects the ethos of the organisation and the broader community.
- 4.2 Opportunities for training will be based on an assessment of the College and employees' needs irrespective of sexual orientation, gender, marital status, disability, race, sex, age, sexual orientation and religious beliefs.

## 5. Responsibilities

- 5.1 All employees of New College Durham have a responsibility for the successful implementation of the Equality, Diversity and Inclusion Policy and are required to comply and promote the aims and values accordingly.
- 5.2 This policy combined with the Single Equality Scheme confirms our commitment to eliminating discrimination, advancing equal opportunities and fostering good relations. Regular review of existing policies and procedures will be undertaken and appropriate changes implemented when relevant and appropriate.
- 5.3 Students, staff, stakeholders and service users will work together to create a culture of understanding and respect for difference, thus providing a safe place for learning and working, developing ideas and concepts that impact on all key stakeholders.
- 5.4 **The Board of the Corporation (and/or sub committees)**, in conjunction with the College's **Senior Leadership Team** will seek to monitor and evaluate the effectiveness of this policy.
- 5.5 **The Deputy Chief Executive for HR and Corporate Services** will ensure that this policy is applied throughout the College and that effective and robust monitoring systems are maintained. That the provision of training and information is

available and disseminated to enable managers and staff to discharge their responsibilities under the Policy. Any actions taken comply with the values and aims of this Policy are recommended to the Board as appropriate;

- 5.6 **Managers** will ensure that this policy is adhered to in department(s) under their control and the policy is promoted to all employees and job applicants. Inform employees of their responsibilities and opportunities under the policy and appropriate action is taken in accordance with established procedures against employees who are found to infringe it.
- 5.7 **Trade Union Representatives** will help the College promote this policy and encourage full participation by all staff. They will support the monitoring and review of this policy and provide feedback from members where appropriate.

## 6. Monitoring

- 6.1 The Board and the Joint Consultative Committee will receive annual report(s) which will enable them to evaluate the effectiveness of this policy. To assist in the monitoring, these report(s) will contrast the College's performance with previous years' data.
- 6.2 The policy will complement, the annual report, the Single Equality Scheme. This policy focuses on our legal duties and legislation. The Single Equality Scheme focuses on:
- staff and learner data related to each protected characteristic;
  - implementation of our Equality and Diversity Objectives/Action Plans;
  - data on job applications and those people appointed;
  - any positive action undertaken in relation to modification of the workplace or working conditions to enable wider opportunity of posts within the organisation, e.g., disabled persons having the opportunity of taking up a job opportunity promotion;
  - gender pay reporting;
  - data on student enrolment and engagement;
  - key achievements by staff and students.
- 6.3 The Equality Steering Group will drive and monitor the objectives and impact of the Equality Scheme and ensure that appropriate actions are taken to fulfil our responsibilities under legislation and that all aspects of equality diversity and inclusion are monitored and actions are taken to address areas for improvement.

The group will monitor and set for student recruitment, progress, achievement and destination are challenging and that the recruitment, performance and destinations of different student groups are closely monitored and actions taken to address any identified gaps;



The group will review incidents and complaints are reviewed in relation to Equality, Diversity and Inclusion and that these are proactively managed and addressed any recommended actions are followed up reports and the effective implementation measured.

## 7. Partnership and Engagement

- 7.1 The College actively supports and encourages staff and student equality groups and networks and recognises the key role they play in promoting and supporting equality, diversity and inclusivity across the College. The College will make available such resources as is reasonable to ensure the effective implementation of this policy.
- 7.2 We also support and promote equality, diversity and inclusivity through an annual calendar of events and initiatives as well as online through our website and social media updates. These events, involving students, staff and the wider community, support with raising awareness and help us lead by example.

## 8. Supporting Policies and Procedures

- 8.1 This policy combined with our Single Equality scheme confirms our commitment to eliminating discrimination, advancing equal opportunities and fostering good relations. This policy complements a range of policies which are already in place for students, staff, stakeholders and service users.

## 9. Procedure Review

- 9.1 The effectiveness of this Policy will be monitored annually and reviewed every five years in light of experience, changes in legislation and best practice. This mechanism recognises that changes to employment legislation may prompt a review of the Procedure before the five years stipulated.
- 9.2 In considering the effectiveness of this Policy, consultation will be undertaken with students, staff, stakeholders and service users to assist in the review and monitoring of this Procedure.

Implementation Date	1 July 2017
Review Date	1 July 2022