Equality, Diversity and Inclusivity Policy

Hartpury is committed to achieving universal acceptance and application of a working and learning environment free from harassment, intimidation and unlawful discrimination. It is also committed to taking positive action to promote such equality & diversity of opportunity in relation to recruitment (staff and students), promotion, training, learning, benefits, procedures and all terms and conditions of employment and all requirements that govern student regulations.

At Hartpury we are committed to valuing diversity and promoting equality. One of our Corporate Values is promoting respect for all and this means we create an inclusive and accessible environment that enables and promotes belonging and respect for staff, students and the wider community. We create an inclusive approach for both students and staff that promotes diversity, positive behaviours, builds effective relationships and enables all our students to develop and achieve the best possible outcomes. We value others for their contribution, irrespective of personal differences.

It is the obligation of all staff and students to respect and act in accordance with the Equality, Diversity and Inclusivity Policy and to actively promote it throughout their life at Hartpury.

**Hartpury’s commitment to Equality, Diversity and Inclusivity is:**

- To confirm the commitment of the College to the principle of equality, diversity and inclusivity for all.
- To ensure Hartpury complies with all laws and directives relevant to equal opportunities and procedures are in place to clarify and support this intention.
- To create an inclusive environment where differences are celebrated and everyone is valued and respected.
- To ensure that Hartpury has a sound system of monitoring and review of progress so that good practice is identified, issues addressed and a culture of equality and diversity is embedded in all aspects of the work of Hartpury.

**Defining Equality, Diversity and Inclusivity**

Equal treatment involves much more than simply treating everyone alike; it requires a recognition that some groups and individuals have particular and specific needs that need to be met if they are to enjoy equal access to the services offered by Hartpury. We recognise that Hartpury may need to provide its services in a range of different or more flexible ways, in order to ensure genuine equality of access or opportunity for groups and individuals who approach those services from a position of persistent and longstanding disadvantage.

Valuing diversity involves an acknowledgement of the benefits and intrinsic worth derived from the range of difference within our community, and fostering it as a strength. We aim to celebrate and to value the differences between individuals’ cultural, social and intellectual contribution to Hartpury and will seek to promote greater mutual understanding between groups and individuals who reflect these differences, and will seek
to utilise the talents and experiences that each and every individual can bring to the institution.

Inclusivity is the complete acceptance and integration of all students and staff regardless of diversity background that proactively leads to a sense of belonging, engagement and full participation within and across Hartpury.

**The Legal Framework**

The Equality Act 2010 introduces the term ‘protected characteristic’ to refer to aspects of a person’s identity explicitly protected from unlawful discrimination. Nine are identified:

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

However, other aspects of a person’s identity, background or circumstance can cause them to experience discrimination, for example a person’s socio-economic status, class or background. The College is committed to advancing equality and eliminating discrimination on these and other grounds.

The Equality Act 2010 recognises the following types of discrimination:

- Direct discrimination, including associative and perception discrimination
- Indirect discrimination
- Harassment
- Victimisation
- Discrimination arising from a disability
- Failure to make reasonable adjustments

The Equality Act 2010 introduces a Public Sector Equality Duty, in force from April 2011, which requires the college to give due regard to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations.
**Scope**

This policy covers all staff, current and/or prospective students and visitors irrespective of

- **Age** – people of any age, including older and younger people
- **Disability** – people with a range of impairments both visible and non-visible for example, diabetes, wheelchair users, blind or deaf people, cancer patients, dyslexia, mental health and HIV.
- **Sex** – men and women
- **Race** – people from all races and nationalities this will include Gypsies and Travellers, Migrant Workers, Asylum Seekers and Refugees, as well as white British people
- **Religion or Belief** – people of any religion, for example Christianity, Buddhism, Hinduism, Islam, Sikhism or Judaism, people with any similar philosophical belief for example, Humanism and people with no beliefs
- **Sexual Orientation** – people of any sexual orientation, for example heterosexual, gay, lesbian, bi-sexual or questioning
- **Pregnancy and maternity** - Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.
- **Marriage and Civil Partnership** - Marriage is defined as a 'union between a man and a woman'. Same-sex couples can have their relationships legally recognised as 'civil partnerships'. Civil partners must be treated the same as married couples on a wide range of legal matters.
- **Gender Reassignment** – people preparing the transition from male to female (MTF) or female to male (FTM), people who are currently going through the process of transitioning or people who have transitioned. A transsexual person has the protected characteristics of gender reassignment. Protection remains for people undergoing gender reassignment from discrimination due to absence from work and studies. Transvestites are also included.

It also applies to people using the services of the college such as the college conferencing facilities, or providing a service such as contractors. All of these groups will be expected to adhere to this Policy. Where staff or students are working or studying in locations other than College campus they will still be subject to the Policy. The Policy also extends to cover behaviour in the VLE, by email and other social media.

Breaches of this policy will be taken seriously and may lead to disciplinary proceedings.

**Purpose**

The College provides education and training across a broad curriculum which involves work based training, vocational and professional training, further and higher education, full-time, part-time, and short courses. As such our student base is diverse, bringing on to site people from all of the different equality groups as well as individuals with various educational experiences and ambitions. Likewise staff and visitors are diverse and bring their own perspectives and expectations.

The procedures enshrined within this policy will ensure that all persons involved with the College are treated with respect, courtesy, integrity and equality of opportunity in all aspects of their contact with the College.

Our policy is to ensure that no person associated with the college receives less favourable treatment on the grounds of any of the nine protected characteristics
This policy and associated procedures also provide guidance to the wider college community on the role for every individual in contributing to equality of opportunity.

In order to ensure commitment to the principles outlined in the policy and associated procedures, senior managers will liaise regularly with relevant representative bodies (e.g. Student Union, Staff Forum).

**Responsibilities**

- The ultimate responsibility for the operation of this policy lies with the Principal. All managers have direct responsibility for the implementation of procedures relevant to their area of work.

- Every member of the Hartpury community has a responsibility for ensuring they behave in a manner consistent with equality, diversity and inclusion principles.

- Every member of the Hartpury community will ensure they understand this policy and seek guidance if there are any questions; promote equality, diversity and inclusion for others and strive to create a safe, supportive and welcoming environment; and challenge inappropriate behaviour and discrimination.

- Teaching staff will promote equality, diversity and inclusion in all learning settings and develop student understanding and realisation of equality, diversity and inclusion.

- Hartpury’s Equal & Diversity Forum has responsibility for advising the Principal on equality and diversity issues and for the formal monitoring of progress with equality and diversity initiatives.

- Each formal procedure associated with this policy will clearly state the relevant manager(s) responsible for implementation.

- Statistical information will be gathered and analysed regularly as part of monitoring and reviewing progress. Information will be forwarded to relevant managers for action.

- All staff are required to complete Equality and Diversity training which is provided either online or via workshops.

**Implementation**

The Equality, Diversity and Inclusivity Policy will be issued to all staff through the Staff Handbook and to students through the Joining information available on the College's website. The Policy is also available on the College Intranet and the College Website.

All Hartpury Procedures will be available to staff and students through the College Intranet, Operating Procedures, Policy Manuals and leaflets. Alternative formats for example large print, Braille, audio, other languages can be provided on request.

All applicants will be treated with fairness and equality regardless of their circumstances, as outlined in the Recruitment and Selection Policy.

Induction programmes for staff & students will contain Equality, Diversity and Inclusivity principles and responsibilities.

Hartpury will ensure that all CPD requests will be treated with fairness and equality as outlined in the Staff Development Policy.
Personal tutors, line managers, lecturers, trainers, and support staff will ensure that individuals are guided and supported by relevant information regarding equality and diversity procedures and principles.

Staff training programmes will incorporate general and specific matters relating to Equality, Diversity and Inclusivity with particular reference to new and developing guidance on legislation where appropriate.

All staff who are involved in a Disciplinary or Performance Improvement process will be treated with fairness and equality regardless of their circumstances, as outlined in the Disciplinary and Dismissal Policy and Procedure and the Performance Improvement Policy and Procedure.

Any member of the Hartpury community who believes himself or herself to have been subjected to unfair treatment as described in this policy and associated procedures should report their concern to either their personal tutor, line manager or a member of the Senior Management Team.

Hartpury staff are required to report any case of alleged discrimination or harassment to the Human Resources Department. Students are required to report any case of alleged discrimination or harassment to the Student Support and Wellbeing team.

**Equal Pay Statement**

Hartpury supports the principle of equal pay for work of equal value and recognises the system should be free from bias and based on objective criteria. As part of our ongoing commitment to putting equal pay principles into practice, we will carry out monitoring of the impact of our pay practices in line with legislative requirements.

**Grievances**

Hartpury’s Grievance & Complaints Procedures are available to any student, member of staff or visitor who believes he or she may have been unfairly discriminated against.

The Harassment and Bullying Procedure is set out in a separate policy and is available to any student, member of staff or visitor who believes he or she may have been harassed.

Students, members of staff and visitors will not be victimised in any way for making such a complaint in good faith.

Complaints of this nature will be dealt with seriously, in confidence and as soon as possible in line with the appropriate procedures.

**Promoting Positive Mental Health (MINDFUL EMPLOYER Charter)**

Hartpury is committed towards promoting positive mental health by working towards the MINDFUL EMPLOYER Charter. Hartpury aims to create a culture of support within the workplace where employees can talk about mental health problems without the fear of stigma or discrimination.

**Process for Monitoring**

The Equality & Diversity Forum meet termly and Minutes are available on the College Intranet and College website. An Equality & Diversity Report is presented to the Corporation twice yearly.

The Equality & Diversity Forum review all Equality, Diversity and Inclusivity action plans and statistics relating to staff and students termly.
The Human Resources Department will submit an annual report relating to staff matters to the Principal.

This Policy will be reviewed by the Director of HR & Residential Services on an annual basis and any changes agreed by the Equality & Diversity Forum.

The Corporation will approve the policy on an annual basis.

**SOURCES OF FURTHER GUIDANCE**

- Equality Act 2010

**RELATED PROCEDURES**

- The College Charter Commitment
- The College Disability Statement
- Student Academic and Non-Academic Policy
- Child Protection and Safeguarding Policy and Procedures
- Grievance Policy
- Disciplinary & Dismissal Policy and Procedure
- Complaints Procedure
- Recruitment and Selection Policy
- Harassment and Bullying Policy

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