



College Policies and Procedures

Equality and Diversity Policy

JOHN HAYLES
Acting Principal and Chief Executive
(Revised April 2012)

Equality and Diversity Policy

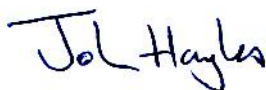
Policies and Procedures made by the Principal and Chief Executive under Delegated Authority from the Corporation

These policies and procedures are made by the Principal and Chief Executive of the College using the powers delegated by the Corporation in accordance with the Instrument and Articles of Government.

They are intended to ensure that the matters concerned are not only conducted fairly, appropriately and in accordance with the law where required, but also promote the purposes of the College and its customers.

The policies and procedures may be revised or amended from time to time in the light of experience or changing circumstances.

If you have any observations on these policies and procedures, please write to the Principal and Chief Executive.



05.04.12

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John Hayles
Acting Principal and Chief Executive

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Date

This Policy is available in other languages and formats upon request by telephoning the College on 0845 52 12345.

Equality Analysis

Date of Equality Analysis	2 nd September 2011
Name of policy, practice, process or procedure.	Equality & Diversity Policy for South Essex College
What is the main aim or purpose of the policy, practice, process or procedure?	To advance and promote equality, inclusion & diversity for all learners, employees and all other users of the College
Who is responsible for creating/implementing this? Please state job role.	Vice Principal Learner Support & Community Links
Names of staff, students, stakeholders involved in the equality analysis process.	Equality & Diversity Group

Information to support the equality analysis process

What evidence is already available to help inform the impact assessment process and to promote the general and specific duties related to equality and diversity? (Consider both quantitative and qualitative information)	E & D Group (Minutes & Agendas) E & D Annual Reports Race, Disability and Gender Equality Schemes Previous EIA processes January 2010
In what areas are there concerns that the policy, practice, process or procedure could have a differential impact? (Please circle or highlight)	Age Disability Race Religion or Belief Sex (Gender) Sexual Orientation Gender Reassignment Pregnancy & Maternity Marriage & Civil Partnership Other: Social Class/Background Language

<p>What are the risks associated with the policy, practice, process or procedure in relation to the differential impact?</p>	<ul style="list-style-type: none"> • Government funding Regulations 16/18 & Adult • Higher turnover of different staff/groups • Promotion & implementation of E& D Policy and ensuring monitored, managed and systematically applied • Perception of unfair treatment can have a detrimental effect/impact on service provision and reputation • Ofsted grading • Changes required related to the Code of Practice re Single Equality Scheme (currently draft)
<p>What are the expected benefits of the policy, practice, process or procedure?</p>	<ul style="list-style-type: none"> • Full engagement of all staff and learners • Minimise risks above • Promotes and actively encourages process • Enhances the reputation of the College • Increases awareness and disseminates process • Training of staff regarding changes for the Single Equality Scheme will help to embed Equality and Diversity into all areas of the College and its community

Equality and Diversity Action Plan

Please list any recommendations for action that are planned as a result of this equality analysis

(Categories: Age, Disability, Race, Religion or Belief, Sex (Gender), Sexual Orientation, Gender Reassignment, Marriage & Civil Partnership, Pregnancy & Maternity, Other – Social Class/Background, Language)

Identify groups	Action required/changes and modifications to outline of the promotional benefits	By Whom	By When	Evaluation and Date
All Strands	Policy modified to include the changes related to the Single Equality Act 2010	Vice Principal Learner Support & Community Links	January 2012	July 2012

If the action proposed will not fully eliminate negative impact, why is this and how can it be justified?	The new Single Equality Act requires training and development of staff and learners to ensure simplification of systems and to help to eliminate any discrimination.
General comments/concerns	Changes implemented as a result of the Single Equality Act will be monitored against the Single Equality Scheme and the Equality and Diversity Report for 2010/11.

- This document has been impact assessed against the Communication Guidelines and Equality Analysis process (Oct 2010)

EXECUTIVE SUMMARY

Equality and Diversity Policy

South Essex College is committed to the advancement and promotion of equality and diversity for all learners, employees and other users of the College, where all individuals are treated with courtesy and respect and their contribution to the learning process is valued.

Policy Statement

South Essex College's Equality and Diversity Policy is based on the commitment to create and maintain conditions where learners and staff are treated solely on the basis of their merits, abilities and potential, regardless of age, disability, race, gender, religion or belief, sexual orientation, gender reassignment, pregnancy and maternity or marriage and civil partnership.

The Equality and Diversity Policy adheres to required legislation and is supported by a wide variety of College policies and procedures. The Policy actively promotes a culture of celebrating diversity and provides both a monitoring mechanism and a tool to effectively equality analyse against identified protected characteristics.

South Essex College publishes an Equality and Diversity Report on an annual basis on the findings of its monitoring processes, delivery and promotion for both learners and employees.

The Equality and Diversity Policy is reviewed annually and amended along with associated documentation in the light of further legislation and other requirements.

Equality and Diversity Policy

Aim and Scope

South Essex College is committed to the advancement and promotion of equality and diversity for all learners, employees, and all other users of the College. Our ethos is to create and maintain conditions whereby learners and staff are treated solely on their own merits, abilities and potential, regardless of age, disability, race, gender, religion or belief, sexual orientation, gender reassignment, pregnancy and maternity, marriage or civil partnership.

The College will ensure that this commitment applies to all areas of its provision where its collaborative partners deliver learning on behalf of the College.

The College will promote the advancement of equality and diversity with other partners so that appropriate legislation is fully complied with and effectively met.

The College actively promotes a culture of celebrating diversity and will take all reasonable steps to prevent discrimination occurring. This includes promoting the significance of the Policy and what is expected of learners, employees and all other users of the College whilst they study or work at the College.

This policy should be read in conjunction with the Single Equality Scheme, which details how this policy will be implemented.

Relevant Legislation

The Single Equality Scheme outlines the arrangements and processes we have in place to meet our general and specific duties under the Equality Act 2010 (Part 6 Further Education) and replaces and harmonises previous discrimination legislation such as:

- Equal Pay Act 1970 & 1975
- Sex Discrimination Act 1975
- Race Relations Act 1976 (Amendment 2000)
- Disability Discrimination Act 1995 (amendment 2005)
- Equality Act 2006
- Employment Equality (Religion and Belief) Regulations 2003
- Employment Equality (Sexual Orientation) Regulations 2003
- Employment Equality (Age) Regulations 2003
- Equality Act (Sexual Orientation) Regulations 2007 (as subsequently amended) plus other ancillary pieces of legislation

and aims to address any concerns of service users and employees raised during the consultation period. The Scheme encompasses the previous:

- Race Equality Scheme
- Gender Equality Scheme
- Disability Equality Scheme
- Action/Development Plans associated with the above schemes

Part of the Equality Act 2010 introduces the new Public Sector Equality Duty for nine of the protected characteristics. The Public Sector Equality Duty will replace existing race/disability and gender equality duties on 4th April 2011 with the relevant Code of Practice expected to be published in October 2011 but delayed until spring 2012. The College will have due regard to the need to eliminate unlawful discrimination against people because of their marriage or civil partnership status.

Policy

General:

The College will:

1. Ensure the requirements of relevant legislation related to age, disability, race, gender, religion or belief, sexual orientation, gender reassignment, pregnancy and maternity, marriage and civil partnership are met.
2. Actively promote and advance a culture of celebrating diversity and will promote and maintain an inclusive learning environment of mutual tolerance for all. This includes raising the awareness of what is expected of learners, employees and users of the College whilst they study or work at the College and also provides the opportunity for learners to discuss issues and concerns if they feel that their expectations are not being fully met. Direct and indirect discrimination will not be tolerated.
3. Implement effective policies and procedures throughout the College for dealing with harassment, bullying and victimisation of all learners and staff. The complaints and disciplinary procedures, Bullying & Harassment Policy and Staff Dignity at Work Policy will be used to effectively monitor all incidents. This includes monitoring the nature of complaints and disciplinary issues and the learners, employees and users of the College directly involved in the process.
4. Implement effective processes for monitoring and equality analysis in relation to the nine strands comprising age, disability, race, gender, religion or belief, sexual orientation, gender reassignment, pregnancy

and maternity or marriage and civil partnership.

5. Annually publish an Equality and Diversity Report on the findings of its monitoring processes and equality analysis, its promotion of equality and diversity through its work with staff and the delivery of learning informed with appropriate statistics on staff and learners. This report will be available in hardcopy and on the College's intranet and website, and in a variety of other formats on request, for all staff, partner organisations and potential and actual learners.
6. Review the College's Single Equality Scheme on an annual basis, in line with current legislation and deadlines. The Scheme will be available in hard copy and on the College's internet for all staff, partner organisations and potential and actual learners.
7. Annually review the Equality and Diversity Policy and amend along with associate documentation in the light of further legislation and other requirements.