

# **Equality, Diversity and Inclusion Policy 2023- 2027**



coleg**sirgâr**



coleg**ceredigion**

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## 1. INTRODUCTION

- 1.1 Coleg Sir Gar and Coleg Ceredigion College (The College) aims to create a supportive and inclusive working and learning environment which is free from discrimination, where there is mutual respect and equality for all, and where differences are celebrated and respected. The College is proud of its diversity and values the way this enriches the lives of all its community.
- 1.2 The Equality, Diversity and Inclusion (EDI) policy is set within the context of the college's mission, values, behaviours and strategic priorities. The College develops a Strategic Equality Action Plans (SEAP) with objectives which are set and published at four year intervals and are addressed by a comprehensive EDI action plan which also implements the aims of this policy, and is monitored by the EDI committee, Quality Board and Learners and Standards Governor committee.

## 2. PURPOSE

- 2.1 The EDI Policy sets out the requirements and responsibilities of the college for ensuring and advancing equality for all stakeholders of the college community in accordance with the Equality Act 2010 and the Public Sector Equality Duty 2011.
- 2.2 The policy promotes positive attitudes to inclusivity and diversity to create an environment where all of the College community are able to participate and fulfil their potential. It seeks to ensure that no person is treated less favourably or unfavourably on the grounds of any of the protected characteristics (see below);
- age
  - gender reassignment
  - being married or in a civil partnership
  - being pregnant or on maternity leave
  - disability
  - race including colour, nationality, ethnic or national origin
  - religion or belief
  - sex
- 2.3 All of the college community has a responsibility to uphold this policy, advance equality and eliminate discrimination, hate crime, harassment and victimisation.

## 3. SCOPE

- 3.1 The policy covers all areas of the College and applies to all stakeholders of the College community.
- 3.2 **Learners** - All Full Time, Part Time, School, Further Education and Higher Education and Apprentices.
- 3.3 **Staff** - All Full Time, Part Time staff and Sub contracted staff.
- 3.4 **Visitors** - The College will treat all visitors with the same respect shown to staff and learners, likewise it is not acceptable for staff or learners to be treated with a lack of respect by visitors.

#### 4. KEY RESPONSIBILITIES

A number of groups and individuals have a key role in the development and implementation of this policy:

- 4.1 The Corporation Board has accountability for approving the policy and for ensuring that it is aligned to the college's strategic objectives.
- 4.2 The Chief Executive Officer / Principal and Senior Leadership Team are responsible for ensuring:
  - The college meets its legal obligations in relation to equality.
  - They champion the EDI policy and associated actions.
  - The Director of Learner Experience has designated responsibility for EDI and chairs the EDI committee.
- 4.3 The EDI Committee is responsible for supporting the implementation of the EDI policy across the college;
  - By meeting 3 times through each academic year, which ensures it has staff, union and learner representatives.
  - Setting and monitoring the Strategic Equality Action Plan (SEAP)
  - Evaluating EDI data on staff and learners, and highlighting any areas for development.
  - Facilitates internal working groups to develop specific areas of work that are highlighted as areas of development.
  - Supporting the college to create an inclusive and diverse environment.
  - Supporting the college to fulfil its statutory duties and public duty including annual equality information and reports.
  - Providing advice, guidance and support on the application of this policy to all stakeholders.
  - Linking with appropriate equality bodies.
  - Commissioning relevant training & development to implement the policy and action plan
- 4.4 All managers are responsible for ensuring:
  - Staff have a clear understanding of the college's approach to EDI and identifying staff development as necessary.
  - Staff have completed mandatory EDI training during induction period and any follow up.
  - Bullying, harassment and discrimination are effectively tackled.
  - Racism and hate crimes are effectively managed and tackled.
  - EDI is embedded in all activities including teaching and learning.
  - They effectively lead by example in treating all staff and learners with dignity and respect and by being fair and reasonable in their attitudes and behaviours.
- 4.5 All members of the College community are responsible for ensuring:
  - The policy is understood and implemented (being shared as part of the induction process).
  - Behaviour, Actions and communications always takes into account the uniqueness of others and our community.
  - Everyone is treated with respect, courtesy and dignity.
  - Behaviour, Actions and communications not in accordance with the EDI Policy are challenged and acted upon.

## 5. GENERAL PRINCIPLES

- 5.1 Coleg Sir Gar and Coleg Ceredigion is committed to providing Outstanding teaching and learning and an Inspirational Learning Experience. To achieve this aim, EDI must be embedded in the college's culture. The Strategic Equality Action Plan priorities are therefore aligned with, and underpin, the college's strategic and operational planning at all levels.
- 5.2 The college's commitment to advancing equality as an employer and education provider goes beyond legislative compliance to ensure that everyone is able to participate fully, irrespective of their background or personal characteristics.
- 5.3 The college strongly believes that the diversity of its community is one of its greatest strengths and most valuable assets.
- 5.4 The college will comply with its legal responsibilities in carrying out both the general and specific public sector responsibilities.
- 5.5 The college will monitor all aspects of staff and learner populations. Data is monitored to ensure services and activities are appropriate, sensitive and meet individual needs. The college will take appropriate measures to protect personal sensitive data, including limiting access and where possible anonymising data taking due regard to data protection principles.

The EDI committee will look at learner data (enrollment and success) in the second yearly meeting and Staff data in the third meeting of each year (data fields to be decided). To include Welsh Language skills.

- 5.6 The college will conduct Equality Impact Assessments on any new policies or procedures or proposed policy changes and procedures, as a means of identifying any adverse impact and exploring possible solutions to mitigate these. These will be chaired by a Senior Leader, but not the Policy owner.
- 5.7 The college will make adjustments for all stakeholders (learners, staff, contractors and visitors) in accordance with any identified protected characteristics and needs wherever possible and reasonable.
- 5.8 The college aims to provide a responsive curriculum which offers learners the knowledge, skills and understanding they need to live in a global society and work in a competitive global economy. The college ensures that curriculum delivery is underpinned by access to support services, including learning support and where required literacy, numeracy, including Welsh language skills.
- 5.9 The college is committed to the development and delivery of a range of training opportunities for staff and learners, in addition to a range of resources to support understanding of individual responsibilities.
- 5.10 The college aims to ensure that its duty to advance and promote EDI extends to those situations where it is subcontracted to others.
- 5.11 The college may take lawful positive action to advance equality. This may be in the provision of facilities or services to meet the needs of people from particular under-represented groups or to target job training and/or educational opportunities at particular groups which are underrepresented in a particular area of work or study. The college will ensure that any positive action strategies are intended to be temporary measures only and will not be used once the special needs have been met or if under-representation no longer exists.
- 5.12 The college is committed to eliminating any form of discrimination by challenging inequality, prejudice and discrimination whether direct, indirect, by association or by perception.



## 6. COMMUNICATION

- 6.1 The college aims to ensure that this policy is fully effective and that all members of the college community are committed to it. The college undertakes to work in partnership with staff, learners, trade unions and stakeholders in its development and implementation.
- 6.2 The college will increase staff and learner awareness of equality, diversity and inclusion through a range of methods including through: its policies; throughout tutorial; learner and staff feedback; training and development including college Continuous Professional Development Days (for staff); internal & external promotion and annual activities. EDI will play a key feature in course reviews, self-assessment and departmental outcomes.
- 6.3 Procedures for reporting bullying, racism, discrimination, unacceptable behaviour or any hate crime are captured.

## 7. IMPACT MEASURES

- 7.1 This policy will be fully implemented through:
- Teaching, learning and assessment has equality, diversity and inclusion embedded throughout.
  - All stakeholders of the college community actively and effectively promote equality, diversity and inclusion as a result of effective training and development which supports implementing this policy and the Strategic Equality action plan.
  - Data is monitored at the EDI committee and leads to relevant actions for both learners and staff.
  - Staff and learner views being listened to and indicate a positive EDI culture.
  - The college being recognised externally for its commitment to EDI.

## 8. BREACHES OF POLICY AND COMPLAINTS

- 8.1 The college takes non-adherence to this policy very seriously and reports of non-compliance will be investigated. The college strongly encourages informal and local resolution of issues or complaints; however, in some circumstances, the college reserves the right to use relevant disciplinary procedures.
- 8.2 No member of the college community will be victimised as a result of giving information about any act by a person who contravenes this policy.
- 8.3 Persons making allegations, which are proved to be false, will be dealt with in accordance with the college disciplinary procedures, as will any person who bullies or harasses another person who they believe has made an accusation against them.

<b>Policy Title</b>	Equality, Diversity and Inclusion Policy
<b>Policy Presentation</b>	Policy developed in accordance with current good practice and Research in the FE and HE sectors.
<b>Policy Communication</b>	College Website Staff Gateway Staff Teaching & Learning Google Site Learner Gateway
<b>Main purpose of the Policy</b> <i>(Brief Summary)</i>	The College is working towards the creation of a supportive and inclusive working and learning environment which is free from discrimination, where there is mutual respect and equality for all, and where differences are celebrated and respected.
<b>Main Author</b> <i>(Who can provide advice and guidance on contents)</i>	Tom Snelgrove - Director of Learner Experience; EDI Committee
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<b>Date Effective from</b>	September 2023
<b>Date for Renewal</b>	August 2027
<b>Date of Equality Impact Assessment</b>	16/06/2023
<b>Date of Welsh Language Impact Assessment</b>	16/06/2023
<b>Date of Privacy Impact Assessment</b>	16/06/2023
<b>Risks Associated with Policy</b> <i>(If policy is not implemented)</i>	Not complying with the Equality Act 2010 and Public Sector Equality Duty 2011.