

Equality, Diversity & Inclusion Policy

SCOPE

1. This policy is applicable to all students, staff and applicants. The principles of non-discrimination and equality of opportunity also apply to the way in which staff and students should treat each other, visitors, contractors, sub-contractors, service providers, suppliers, former staff and students and any other persons associated with the functions of the College.

INTRODUCTION

2. The College is committed to providing an environment free from discrimination, bullying, harassment or victimisation, where all members of its community are treated with respect and dignity. It aims to create a culture of diversity within its community, providing a dynamic working and learning environment, where all members are valued for their contribution and individuality. The College is also committed to compliance with relevant equality legislation, the Equality Act 2010, Codes of Practice and relevant best practice guidance. This policy pursues and builds on the required position to ensure effective policies and practice of promoting equality.
3. The College is committed to providing equality of opportunity for all, irrespective of protected characteristics and other factors, and operates merit-based admissions and application policies taking due account of relevant factors in its decisions. It has regard to protected and other relevant factors in making these determinations:
 - 3.1 Protected characteristic (Annex 1):
 - Age
 - Disability
 - Ethnicity (including race, colour and nationality)
 - Gender (including gender reassignment, marital status, pregnancy or maternity)
 - Religion or belief
 - Sexual orientation (including civil partnership status)
 - 3.2 Other factors:
 - Caring responsibilities
 - Socio-economic background

- Union activity
- Unrelated unspent criminal convictions

AIM

4. The College is a unique educational institution that is proactively committed to creating a stimulating teaching and learning environment that values diversity, fairness, mutual respect and inclusion.
5. The College's aim is to set objectives, milestones and targets to:
 - 5.1 Develop diversity and inclusion as a widely recognised area of competitive strength
 - 5.2 Effectively integrate and mainstream diversity and equality into our corporate strategies, policies, academic curriculum, teaching delivery, assessment methods, learning environment and management practice
 - 5.3 Create an inclusive environment where diversity is celebrated and everyone is valued and respected
6. The commitment to these aims will ensure that:
 - 6.1 The College is adequately equipped to meet the diverse needs and aspirations of staff, students and the wider community
 - 6.2 The College creates an inclusive environment that promotes dignity and mutual respect.
 - 6.3 The College sets the standard within higher education and are recognised as an example of equality, diversity and inclusion good practice.
7. The College is committed to equality of opportunity both as an education institution and as an employer. Equality of opportunity means working to ensure that no student or member of staff receives less favourable treatment on the basis of their protected characteristics. This means on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief (or no belief), sex or sexual orientation.
8. In compliance with the Equality Act 2010, the College will:
 - 8.1 Promote good relations among its staff and students and will create conditions which contribute to the full development and potential of everyone.
 - 8.2 Create a climate where staff and students are given confidence to challenge acts and behaviour which contravene this policy and the law.

RESPONSIBILITIES

STAFF AND STUDENTS HAVE A RESPONSIBILITY TO:

9. Understand this policy and to contact their line manager, Head of Faculty, a member of Student and Academic Services, or the NCHSU Welfare and Diversity Officer if there are any questions.
10. Challenge inappropriate behaviour or any discrimination.
11. Report unacceptable behaviour to their line manager, Head of Faculty, a member of Student and Academic Services, or the NCHSU Welfare and Diversity Officer.

MANAGERS AND HEADS OF FACULTY HAVE A RESPONSIBILITY TO:

12. Set a good example by treating all members of the College with dignity and respect.
13. Ensure staff and students know how to report discrimination, bullying and harassment.
14. Ensure that reporting incidents does not result in victimisation.
15. Deal with complaints fairly, thoroughly, quickly and confidentially.

IMPLEMENTATION

16. The College's aim is to promote equality of opportunity for all, through the following objectives:
 - 16.1 To comply with its legal obligations.
 - 16.2 To ensure that services and opportunities for staff and students are as far as reasonably possible, accessible to all.
 - 16.3 To ensure that existing staff and students, as well as those who seek to apply to work or study with us, are treated fairly and that individuals are judged solely on merit and by reference to their skills, abilities, qualifications, aptitude and potential.
 - 16.4 To ensure that all contractors and service providers operating on behalf of the College are aware of this policy and are expected to adhere to it.
 - 16.5 To ensure that publicity and promotional activities reflect the diversity of the students and enhance its overall image.
 - 16.6 To ensure every effort is made to meet the needs of its students and the facilities meet the needs of a diverse student body.

COMPLAINTS

17. Any allegations of harassment, discrimination, bullying or victimisation will be taken very seriously by the College, and will be investigated thoroughly. Any member of staff or students found guilty of unlawful discrimination or harassment will be subject to disciplinary action. Any member of the public, visitor or service provider involved in allegations of discrimination or

harassment, will also be subject to appropriate action. For further information, please see the [Student Code of Conduct and Disciplinary Procedures](#) and the [Bullying and Harassment Policy](#).

18. Staff, students or other parties who make a complaint of discrimination have the right to do so without fear of victimisation and the College will make every effort to ensure victimisation does not occur and that any complaints are dealt with promptly and fairly.
19. Students or staff knowingly making untrue or malicious comments will be subject to the Student Code of Conduct and Disciplinary Procedures (for students) or to the Staff Disciplinary Procedures (for staff).

MONITORING

20. The College will use the information gathered to improve its equality performance and it will be held and processed in accordance with the GDPR.

Title	Equality, Diversity & Inclusion Policy	Author	Student Wellbeing Coordinator
Location	NCH Academic Handbook Staff Handbook	Approved by	Academic Board Senior Management Team
Version	Version published	Last updated	February 2018
Publication date	June 2018	Review date	June 2019
Related policies	Student Code of Conduct and Disciplinary Procedures; Student Complaints Policy; Staff Disciplinary Procedures; Staff Complaints; Bullying and Harassment Policy; Data Protection Policy; Admissions Policy		
Related Documents	NCH Disclosure Form; Special Examination Requirements Disclosure Form		
External Reference Points	Equality Act (2010); UK Quality Code Chapter B4		

ANNEX 1

PROTECTED CHARACTERISTICS DEFINITIONS

AGE

Where this is referred to, it refers to a person belonging to a particular age or range of ages

DISABILITY

A person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's disability to carry out normal day-to-day activities. This has extended to cover people who have had a disability in the past.

GENDER REASSIGNMENT

The process of transitioning from gender to another. The definition of gender re-assignment has been extended to cover people who have proposed, started or completed a process to change their sex, but are not under medical supervision.

MARRIAGE AND CIVIL PARTNERSHIP

In England, both male and female and same sex couples can marry or form civil partnerships. Civil partners must be treated the same as married couples on a wide range of legal matters.

PREGNANCY AND MATERNITY

Pregnancy is the condition of being pregnant/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 six months after giving birth, and this includes treating a woman unfavourably because she is breast feeding. After six months a breastfeeding mother is protected through the sex discrimination provisions in the Equality Act.

RACE

Refers to a group of people defined by their race, colour and nationality (including citizenship), ethnic or national origins.

RELIGION AND BELIEF

Religion has the meaning usually given to them but belief includes religious and philosophical beliefs including lack of belief. Generally, a belief should affect life choices or the way a person lives for it to be included in the definition.

SEX AND GENDER IDENTITY

A man or a woman or non-binary

SEXUAL ORIENTATION

Whether a person's sexual attraction is towards their own sex, the opposite sex, both sexes.