



Diversity & Equalities Policy

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Diversity & Equalities Policy

1. Introduction

1.1 This Policy supports the College's commitment to equality, diversity, and human rights for all, and to its stated values, in particular the values of: The Individual; Equality, Diversity, and Inclusiveness; Integrity, Honesty and Transparency, and Partnership.

2. Purpose and Aims

2.1. The City of Glasgow College Diversity & Equalities Statement sets out the College's overall aims:

"We will positively promote equality, diversity and human rights for all.

In doing so, the College will:

- Foster good relations based on dignity and respect;
- Advance equality of opportunity for individuals; and
- Eliminate harassment, victimisation and discrimination."

2.2. We will monitor the quality, provision and uptake of our services to ensure these are open, inclusive and meeting the needs of our diverse community.

3. Scope

3.1. This policy applies to all College users both internal and external (i.e. staff, students, board members, those attending training, visitors, or contractors).

4. Policy Statement

4.1. All applicants or College users will be treated fairly and without prejudice.
No one will receive less favourable treatment, or be discriminated against.

4.2. It is our policy to provide equality to all, irrespective of the following protected characteristics:

Age, disability, gender reassignment, marriage and civil partnership status (conditions are detailed in the Equality Mainstreaming Report, Appendix A), pregnancy and maternity, race (including colour, nationality, ethnic or national origins), religion or belief, sex (formerly gender) and sexual orientation.

4.3. The Policy is more than a statement of good intentions; it must be acted upon, put into everyday practice, and regularly monitored. The College's commitment to equality of opportunity, process and outcome shall therefore be demonstrated through equality impact assessing College policies, procedures and relevant practices which have a significant impact on those with protected characteristics to ensure the College will:

- Meet its statutory duties, as a public authority, under the Equality Act 2010 and relevant codes of practice.
- Remove barriers in order to maximise recruitment, selection, participation, retention and achievement of all the College's service users, in particular those from under-represented groups.
- Foster respect for all groups and individuals.
- Promote positive non-discriminatory behaviour.
- Ensure appropriate support for isolated individuals of groups within the College.
- Encourage links with the wider community.

- Promote objective decision making in all areas based on merit and performance.

4.4. Through meeting our statutory duties, we will publish our:

- Equality outcomes.
- Progress on mainstreaming Diversity & Equalities to deliver the general duty, informed by data analysis.
- Equality Impact Assessments.
- Staff and student Diversity & Equalities review of data.
- Pay gap for men and women.
- Pay statement for gender, race and disability.

4.5. Unacceptable Behaviour: Harassment, Victimisation and Anti-Discrimination procedure:

- The College will not tolerate College users being subject to harassment, victimisation and discrimination.
- Complaints of harassment, victimisation or discrimination will be dealt with rigorously through the following related procedures: complaints, student discipline, staff discipline and staff grievance, and dignity at work.
- Copies of these procedures are available from Student Services, Human Resources, or from the Intranet 'Connected', and College website.

4.6. Communication

- As detailed in the Single Diversity & Equalities Scheme, the College's Diversity & Equalities Policy will be widely communicated.

4.7. Monitoring and Review

- Informed by evidence and involving equality groups and communities, the College will monitor this policy every 3 years.
- Where policy areas appear not to be working effectively, or there are legislative changes, these will be amended or removed accordingly.

5. Definitions

Harassment	<ol style="list-style-type: none"> 1. Aggressive pressure or intimidation. Ref: Oxford Dictionary Online. 2. Behaviour that annoys or upsets someone. Ref: Cambridge Dictionary Online 3. Unlawful Harassment under the Equality Act 2010. Ref. Equality Act 2010 Definition of Harassment from the Equality and Human Rights Commission.
Victimisation	<ol style="list-style-type: none"> 1. When someone is singled out for cruel or unjust treatment Ref: Oxford Dictionary Online 2. To treat someone in an intentionally unfair way, especially because of their race, sex, or beliefs, or due to their possessing one or more protected characteristic (see below). Ref: Cambridge Dictionary Online 3. Victimisation as defined in the Equality Act 2010. Equality Act 2010 Definition of Victimization from the Equality and Human Rights Commission
Protected Characteristic:	Age; Disability; Gender Reassignment; Marriage and Civil Partnership; Pregnancy and Maternity; Race; Religion or Belief; Sex; Sexual Orientation. (For further definition see: Equality Act 2010 Definition of Protected Characteristics from Equality and Human Rights Commission).

6. Responsibilities

6.1. All College users are responsible and accountable for implementing and adhering to this policy.

7. References

7.1. Policy Framework

Associated Policies and Procedures	Title
Procurement	Procurement Policy and Procedure
EQIA	Equality Impact Assessment Guidance
EQIA	Equality Impact Assessment Proforma
D&E	Diversity & Equalities Mainstreaming Report 2011-12
D&E	Equality Outcomes 2013-2017
D&E	Progress in Meeting Equality Outcomes 2013-2017
D&E	Equal Pay Statement and Information 2013

7.2. Other College Policies and Procedures

Policy / Procedure	Title
N.B. All College Policies and procedures are subject to EQIA	

7.3. External References

Source	Title
As noted above under Definitions.	

8. Document Control and Review

Approval Status	V1.0 Approved.
Approved by	V1.0 by Students, Staffing and Equalities Committee of the Board of Management. V1.1 Revised by Planning & Administration Director and approved by Executive Leadership Team.
Date Approved	V1.0 in January 2012.
EQAI Status	V1.0. Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/> V1.1. Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>
Proposed Review Date	January 2015.
Lead Department	Planning and Administration Directorate.
Lead Officer(s)	Planning and Administration Director. Diversity & Equalities Manager.
Board Committee	Students, Staff, and Equalities Committee.
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9. Revision Log

Version Date	Section of Document	Description of Revision
V 1.1. April 2013.	All.	Policy redesigned in line with College Policy template.
V 1.1. April 2013.	1. Introduction.	Introduction added.
V 1.1. April 2013.	4.2.	Reference to “Single Diversity & Equalities Scheme” was changed to “Equality Mainstreaming Report”.
V 1.1. April 2013.	4.4.	The statement was changed from “Through the Single Diversity & Equality Scheme and Annual Diversity & Equality Report, and in meeting our statutory duties, we will publish our...” to “Through meeting our statutory duties, we will publish our...”.
V 1.1. April 2013.	5. Definitions.	Definitions added.