



EQUALITY AND DIVERSITY

AREA: | **Students and Personnel**

TOPIC: | **Race Equality for Staff and Students**

Herefordshire College of Technology believes that the opportunity to participate in Further Education should be available to everyone. We aim to provide the best possible learning experience and environment, where all individuals are treated with courtesy and respect regardless of their ethnicity.

Herefordshire College of Technology is bound by the General Duty under the terms of the Race Relations (Amendment) Act 2000. We will actively eliminate unlawful discrimination; promote equality of opportunity; and promote good race relations between people of different racial groups. We will challenge inequality, prejudice and discrimination.

Responsibility

The Principal, the Governors and the Equality and Diversity Committee are responsible for promoting equality of opportunity and good race relations and ensuring that effective policies and procedures are in place and adhered to in line with current legislation.

Personnel are responsible for issuing the Race Equality Policy to all staff and for ensuring that Personnel policies and procedures are in place and are adhered to in line with current legislation.

All staff are responsible for implementing and promoting the policy.

Marketing is responsible for the promotion of Racial Equality through all marketing events and press releases.

Head of Student Services is responsible for highlighting student awareness of the Racial Equality policy and procedures through the student diary, the college intranet and the personal tutorial system.

The college believes that **all staff and students** are responsible for encouraging the implementation of the racial equality policy within the college.

The Head of Student Services and Director of Personnel will present an annual report to the Equality and Diversity Committee. The report will contain:

- Students' enrolment, retention and achievement data comparing ethnicity, age, gender, religion, disability and additional learning support needs, where such data is available.
- Staff recruitment and selection, development and promotion data comparing ethnicity, age, disability and length of employment, where such data is available.
- Equality and Diversity target setting (EDIMs)

- A breakdown of staff profiles by ethnicity, age. Disability and length of employment, where such data is available.
- Brief reports from course teams detailing how they have reviewed course delivery to eliminate discrimination.
- Staff development sessions showing attendance figures.
- Details of complaints regarding equality and diversity.
- Comments from staff, students or other interested parties.

The duty will be particularly relevant to functions such as student admissions; assessments; raising achievement levels; delivering the curriculum; discipline; guidance and support; staff selection, recruitment and promotion; staff development.

We will ensure that there is open access for all students to courses suitable to their academic ability and that every student has the opportunity to develop their potential and as far as possible, there is equality of access to benefits, services and facilities available in the College.

We will ensure that there is equality for staff access to employment opportunities, promotion and training and to benefits, services and facilities in the College.

Herefordshire College of Technology will:

Aims

The College will:

- promote good race relations across all areas of activity within the College
- recognise the right of all individuals to complete their studies or fulfil their employment duties free from interference or discrimination
- offer open access for all students to courses suitable to their academic ability and that every student has the potential to develop their potential
- offer equality of access to benefits, services and facilities available in the College
- We will offer equality of access to benefits, services and facilities available in the college
- offer equality of opportunity for staff wishing to access employment opportunities, promotion and training and benefits, services and facilities in the college
- recognise the right of all individuals to complete their studies or fulfil their employment duties free from interference or discrimination
- tackle racial discrimination in line with our legal responsibility under the race relations act 1976, and in line with established College practice
- monitor the implementation of this policy
- make the policy publicly available particularly to all staff, students and governors of the college
- ensure the curriculum is free of bias and racial stereotypes and respects the cultural values of the students and staff and schemes of work will be written to reflect this
- provide support to those students whose education or future career may be affected by being in a minority on a course or because of an individual's particular needs and we will specifically monitor the needs and experiences of the students
- respect and accommodate where possible the demands of religion (e.g. prayer times, special diet, religious holidays) and ethnic culture (e.g. traditional dress) in so far as these do not infringe upon the rights of others

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- collate information regarding race equality consultation, within the college college Equality and Diversity action plan
- ensure that publicity material and displays around the college reflect the diversity of the student and staff population
- monitor the colleges commitment to race equality through the collection of data within MIS
- record and respond to issues and requests received from ethnic minority groups in college

Racial Equality Complaints Procedure

All staff are responsible for recognising and dealing informally with a minor incident of racial bias, stereotyping or discrimination.

Where a student wishes to report an incident of racial bias or stereotyping or discrimination the personal tutor or a member of the teaching team will be happy to discuss the matter (Stage 1 of the College Complaints Procedures).

Should staff feel that an incident of bias or stereotyping or discrimination has occurred they should report it to their line manager and/or through the use of the College Grievance procedure.

Cross referral to College policies

Staff

- Harassment
- Recruitment and Selection of Staff
- Staff Development Policy
- Equal Opportunities
- Grievance Procedure

Students

- Careers Guidance
- College Charter
- Disability statement
- Tutorials
- Interviews/Applications Procedure
- Student Complaints procedure
- Equality and Diversity
- Bullying

Links to Relevant Legislation

The Sex Discrimination Act 1975

Data Protection Act 1988

Disability Discrimination Act 1995

Human Rights Act 1998

Sex Discrimination (Gender re-assignment) Regulations 1999

Race Relations Act 2000

Learning and Skills Act 2000

Special Educational Needs Act 2001

Gender Recognition Act 2004

The Children's Act 2004

Age Discrimination Act 2006