



# Equality Policy

Reference: PSED001

Equality Policy – Management of Requirements and Compliance with the Law

For College from 7<sup>th</sup> March 2016 (Next Review March 2017)

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## 1. Introduction

St Edmund Hall fully supports the aims of the Equality Act 2010 and has due regard in its decision making to:

- eliminate discrimination, harassment, victimisation or any other prohibited conduct;
- advance equality of opportunity between persons who share a relevant protected characteristic and those who do not, by:
  - removing or minimising disadvantages suffered by people with various protected characteristics
  - taking steps to meet the needs of persons with a relevant protected characteristic where they are different from the needs of other people
  - encouraging persons with a relevant protected characteristic to participate in public life or other activities where their participation is low.
- foster good relations between persons who share a relevant protected characteristic and those who do not, by:
  - tackling prejudice and
  - promoting understanding between different groups.

## 2. Protected Characteristics

The Equality Act 2010 covers nine protected characteristics to which all three aims of the general equality duty set out above (eliminating discrimination, advancing equality and fostering good relations) apply:

- age
- disability
- gender reassignment
- marriage and civil partnership (only in relation to eliminating discrimination in employment)
- pregnancy and maternity
- race (including colour, nationality and ethnic or national origins)
- religion or belief (including lack of belief)
- sex
- sexual orientation.

## 3. Scope & Responsibility

St Edmund Hall welcomes diversity among its staff, students, alumni and visitors, recognising that particular contributions to the achievement of the College's mission can be made by individuals from a wide range of backgrounds and experiences.

St Edmund Hall aims to provide an inclusive environment which promotes equality, values diversity and maintains a working, learning and social environment in which the rights and

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dignity of all its staff and students are respected, to assist them in reaching their full potential. The College will work to remove any barriers which might deter people of the highest potential and ability from applying to the College, either as staff or students.

The College is committed to using its best endeavours to ensure that all of its activities are governed by the principles of equality and opportunity. As far as is practicable, no prospective or actual student or member of staff will unjustifiably be treated less favourably than any other, whether before, during or after their study or employment in respect to any of the protected characteristics.

With regard to students, this policy applies, but is not limited to, admissions, teaching, learning and research provision, scholarships, grants and other awards and benefits under the College's control, student support and welfare, access to College accommodation, personal conduct and student complaints and disciplinary procedures.

The College expects all its staff, students and visitors to take personal responsibility for familiarising themselves with this policy and to conduct themselves in an appropriate manner towards other staff, students (prospective, current and former) and visitors. Members of the College community have a duty to treat colleagues with respect at all times, and not to discriminate against, victimise or harass other students, members of staff or visitors. The College regards any breach of this policy by any employee(s) or student(s) as a serious matter to be dealt with through its agreed procedures and which may result in disciplinary action.

The General Equality Duty also applies to procurement and commissioning, regardless of the value of the contract. St Edmund Hall is committed to working with its suppliers to ensure that they are working within the requirements of the Duty.

St Edmund Hall is a College in the University of Oxford and works closely with the University's Equality and Diversity Unit [www.admin.ox.ac.uk/eop/](http://www.admin.ox.ac.uk/eop/).

### Specific Responsibilities & Reporting Structure

The Governing Body of St Edmund Hall hold overall accountability for the delivery of the Public Sector Equality Duty, via the Equality Officer (Domestic Bursar) and will do so via the following means:

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### 1. St Edmund Hall Equality & Public Sector Equality Duty

This is managed by the General Purposes and Bursarial Committee which meets 6 times per year (2 per term). This committee will hold an additional meeting every four years (prior to April of the 4th year) to draft new objectives, which will then be reviewed each year in the annual Equity Report (see 2).

### 2. College Equity Report

St Edmund Hall will complete this by academic year. The Secretary of the GPBC (Domestic Bursar) will collect information during Trinity Term for the final GPBC of the academic year, to collate an end of year report on the previous academic year for presentation and sign off to the 1st Governing Body of Michaelmas Term. This will form part of the St Edmund Hall Annual Report.

### 3. Policy Development and Review

All policies are reviewed once per year, by the author, to ensure that they remain current and comply with all relevant legislation.

### 4. Recruitment Monitoring

This is managed on an on-going basis by the HR Manager. A yearly report is compiled each January (based on the previous year's data) and circulated to the GPBC. The details are then available for the full PSED report in Trinity Term.

### 5. JCR and MCR Reports

The JCR and MCR Presidents will submit a report to GB in Michaelmas Term for the previous academic year.

### 6. Student Admissions Equality Information

This is available via the University, via a new snapshot from SDMA in February of each year and will be included and considered in the GBPC meeting in Trinity Term.

### 7. Current Students Equality Information

This is available via the University, via a new snapshot from SDMA in December of each year and will be included and considered in the GBPC meeting in Trinity Term.

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### Version Control:





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Version	Date Created	Created By	Position	Authorised By	Date
1	15 <sup>th</sup> April 2016	J. Taylor	Domestic Bursar (Equality Officer)	Governing Body	21 <sup>st</sup> April 2016

