

Equality Policy – Action Plan 2025 to 2029

Reference: PSED003

Public Sector Equality Duty – Action Plan

For College from 18 June 2025 (Next Review May 2026)



Equality Act 2010 – How St Edmund Hall fulfils our specific equality duties

Under the Equality Act 2010, public bodies – including the College - have both general duties and specific equality duties.

The **general duties** are to have due regard in decision-making to:

1. eliminate discrimination;
2. advance equality of opportunity; and
3. foster good relations between people from different protected groups.

The **specific duties** are:

1. to publish relevant, proportionate information showing compliance with the Equality Act commencing 31 January 2012, and subsequently at intervals no greater than one year from the last publication;
2. to prepare and publicly publish at least one specific and measurable objective that the College thinks it should achieve to meet any of the three aims of the equality duty commencing 6 April 2012 and at subsequent intervals no greater than four years. This document is the submission for St Edmund Hall for 2025.

Objectives 2025-2029	Responsibility	2025 Action
1. TRAINING		
The College will continue to ensure that all staff undertake training in Equality, Diversity, and Inclusion.	HR Manager	The College will implement sexual harassment training for staff and students.
The College will conduct an annual review of its student induction programmes relating to Equality, Diversity, and Inclusion on an ongoing basis.	College Registrar	In conjunction with the JCR and MCR, the College will ensure that training is regularly delivered to students, record attendance for our records, and consult with students to improve the provision.

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2. STAFF RECRUITMENT AND SELECTION		
Non-academic staff: The College will keep under review its procedures for the recruitment and selection of staff to ensure equality of opportunity. The College will conduct a job evaluation assessment for all non-academic roles to ensure fairness of treatment.	HR Manager	The College will aim to better attract and retain disabled staff by signing up to the government's Disability Confident scheme.
Academic staff: In the case of Joint Appointments, the College engages with the University's HR team to ensure equality of opportunity. The College mirrors University policy for college-only appointments, including the appointment of lecturers.	Senior Tutor	The College will implement an annual process to monitor and report on the diversity of job applicants, shortlisted candidates, and new appointments.
3. STUDENT SUPPORT		
The College will ensure that its provision of student pastoral support and welfare services are equally accessible to all College members.	Senior Dean, Welfare Dean, Senior Welfare Officer	<p>Support will be provided to recruit and train more peer supporters. A reorganised welfare structure to increase provision for students has been implemented.</p> <p>The College will offer welfare support as required and encourage the JCR and MCR to appoint individuals to represent different constituencies within the student body.</p>



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The College will make appropriate amendments to examination arrangements to accommodate individual student requirements.	College Registrar	<p>The College will accommodate an individual's recommended adjustments as outlined in their Student Support Plan (SSP).</p> <p>Amendments to University examination arrangements will be made with special permission from the University's authorities and with the appropriate supporting evidence.</p>
The College will make appropriate adjustments to the teaching and learning environment to accommodate individual student requirements.	College Registrar	<p>The College will accommodate an individual's recommended adjustments as outlined in their Student Support Plan (SSP).</p>
The College will provide effective academic and pastoral support to meet the specific needs of its students.	Senior Tutor, College Registrar, Senior Dean, Senior Welfare Officer	<p>The College will offer study skills support as required.</p>
The College will award scholarships and prizes based on academic merit. Applications for bursaries and hardship funds are considered against clear and defined criteria.	Senior Tutor, Finance Bursar	<p>Ongoing</p>

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<p>The College will maintain a stock of high-quality student accommodation and an estate that fully meets the varied needs of the College community.</p>	<p>Accommodation Manager and Domestic Bursar</p>	<p>The College will provide improved accommodation options for students with specific requirements through the Norham St Edmund development.</p> <p>The College appoints a member of the Governing Body as a Disability Lead to ensure that College facilities are accessible and that future projects to develop the College estate are compatible with these needs.</p>
<p>The College will accommodate individual students' accessibility requirements related to facilities and accommodation.</p> <p>The College will accommodate the accessibility requirements of conference delegates during the vacations.</p>	<p>Domestic Bursar</p>	<p>The College will accommodate an individual's recommended adjustments as outlined in their Student Support Plan (SSP).</p> <p>Reasonable accommodation adjustments for students or conference delegates may include the provision of fridges for medication, ergonomic furniture, medical exemptions to the battels meals charge, and specialist fire equipment such as a flashing fire alarm beacon or vibrating pillow.</p>
<p>The College will provide reasonable adjustments to teaching, learning, and catering to accommodate religious observation.</p>	<p>Senior Tutor, College Registrar, Finance Bursar</p>	<p>The College will provide a discount on the battels meal charge for students living on College's main site and observing Ramadan where Ramadan falls during term time.</p>



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4. CONSULTATION		
The College will establish mechanisms to consult all stakeholders in connection with its Equality Policy – PSED001.	College Registrar, HR Manager, Domestic Bursar	<p>Systems will be put in place to highlight opportunities to contribute to consultations and to provide feedback.</p> <p>The College will introduce a student feedback form to its website.</p> <p>A process will be established to ensure that staff have, and are reminded of, a clear procedure for raising issues related to EDI with the relevant personnel.</p>
The College will take steps to improve transparency in its governance.	Senior Tutor, College Registrar, Finance Bursar, Domestic Bursar	The College will increase student representation and involvement in its governance and improve transparency.
The College will introduce additional EDI Champions to represent each of the communities within the College (including students, staff, and Fellows) and implement an annual Town Hall event with a focus on EDI.	HR Manager, EDI Fellow, College Registrar	The College will monitor attendance and engagement at Town Halls and include this information in its annual EDI reporting.



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5. UNDERGRADUATE STUDENT ADMISSIONS		
<p>The College will work to admit an intake each year that reflects the demographic profile of the applicant pool.</p> <p>The College will work to improve undergraduate access in line with the University's Access & Participation Plan.</p>	Senior Tutor, Outreach and Admissions Manager, and Tutor for Admissions	<p>To improve the diversity of the applicant pool, the College will continue to engage with young people from underrepresented backgrounds in our linked regions: Derby, Derbyshire, Leicester, Leicestershire, and Rutland. Our efforts will focus on raising aspirations for top universities, providing support and guidance for applications to Oxford, and encouraging direct applications to St Edmund Hall.</p>
<p>The College will work in partnership with the Admissions Executive in support of the University's common frameworks on admissions.</p>	Senior Tutor, Outreach and Admissions Manager, and Tutor for Admissions	<p>Ongoing work directed by the Admissions Executive.</p>
<p>The College will continue to implement the Code of Practice on Admissions as agreed by the College of Colleges and the Admissions Executive.</p>	Senior Tutor, Outreach and Admissions Manager, and Tutor for Admissions	<p>Ongoing work directed by the Admissions Executive.</p>
<p>The College will ensure that all those involved in admissions have received appropriate training on access and equality as relates to student selection.</p>	Senior Tutor, Outreach and Admissions Manager, and Tutor for Admissions	<p>The College will monitor the uptake of training</p>

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The College will continue to make the appropriate adjustments for candidates during the admissions and interview process.	Senior Tutor, Outreach and Admissions Manager, and Tutor for Admissions	<p>The College will make appropriate adjustments for candidates with disabilities, including arranging extra time for interviews and tests as required.</p> <p>The College's Disability Coordinator and Welfare Officers are available to provide advice and assistance. Candidates with disabilities are encouraged by email to contact the Admissions Officer, who will then discuss their requirements with the relevant officers and respond accordingly.</p>
6. CULTURE		
The College will continue to raise awareness of its flexible working policy.	HR Manager	Work will be undertaken to promote the College's flexible working policy amongst staff.

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The College will review the provision of mental health support for students and staff.	HR Manager, Senior Dean, Welfare Officer	<p>The College will undertake an annual programme of events to mark Mental Health Awareness Week for students and staff.</p> <p>The College will continue to:</p> <ul style="list-style-type: none">• Partner with third-party counsellors to run workshops for staff and fellows.• Promote the employee assistance programme.• Provide monthly HR drop-in sessions for staff.
The College will further increase the number of collaborative events for students, fellows, and staff to celebrate our diversity and continue to grow our collective identity, in particular, exploring more non-traditional events to ensure everyone in the College is included.	College Registrar, HR Manager, Domestic Bursar	<p>The College will report on EDI and cultural events for students, fellows, and staff on an annual basis.</p> <p>Members of the College will be encouraged to pitch new events at the Town Hall, via the JCR and MCR, or to the Access & Outreach Coordinator. Feedback will be collected after themed dinners to improve the diversity and inclusivity of formals.</p>



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The College will ensure that funds available for organising cultural activities are publicised effectively to fully support their use, both through internal and external communication channels.	Finance Bursar	The College will record the number of people taking up these funds and the proportion of funds used.
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Version Control:

Version	Date Created	Created By	Position	Authorised By	Date
1	16 th April 2016	J. Taylor on behalf of GPBC	Domestic Bursar (Equality Officer)	Governing Body	21 st April 2016
2	18 th June 2025	C. Stewart	Access & Outreach Coordinator	Governing Body	18 th June 2025

