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# Equality, Diversity and Inclusion Policy

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## 1. Policy

- 1.1. City of Bristol College is committed to inclusion, respect and enabling all students and staff to reach their full potential.
- 1.2. This policy describes our:
  - Vision and commitment to Equality, Diversity and Inclusion
  - Legal duties under the requirements of The Equality Act 2010 in employment, facilities, goods and services and admission and treatment of students
  - General and specific equality duties
  - Practical steps for implementation of the policy

## 2. Our Vision

Equality, diversity and British Values are an important part of the mission, values and strategic objectives of the college as we are aware that its success is dependent on attracting and retaining a diverse range of people as staff, learners and partners

The college recognises that excellence is underpinned by educational and training provision and its associated environment and services, which do not close doors to any minority group and meets the needs of individuals from all groups

We aim to embed, sustain and extend good practice in Equality and Diversity across all areas of the college and through this contribute to: the creation of a confident, skilled and highly motivated workforce; high success rates for all its learners and fulfil our role as Bristol's' College.

## 3. Our mission is underpinned by the following values:

- Integrity
- Respect
- Ambition
- Pride

These four values permeate all we do, and provide all staff and students with a firm basis for developing professional behaviours.

## 4. Scope

- 4.1. This policy has direct implications for all other College policies. We believe that Advancing Equality of opportunity and celebrating diversity is one crucial strand of our College approach to overall quality improvement
- 4.2. Anyone who comes into contact with the college, external or internal customers, will benefit from this policy. All members of our college – staff, students and volunteers are subject to this policy.
- 4.3. The policy is also binding on our external contractors, employers and other partners that the College collaborates with.

- 4.4. The policy applies to all sites and premises belonging to City of Bristol College or used by City of Bristol College for carrying out its functions. The Principal and Chief Executive and the College Strategic Leadership Team take the lead in ensuring they are implemented.

## 5. Equality Duties

- 5.1. The College welcomes its Public Sector Equality Duties to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

- 5.2. We will also deliver our specific Public Sector Duties which require that the College:

- Publish equality objectives, at least, every four years.
- Publish information to demonstrate compliance with the specific duties of the Public Sector Equality Duty.
- Publish information relating to our employees and others affected by our policies and practices.
- Work with partner organisations who deliver on our behalf, who take due regard of the specific equality duty.

## 6. Meeting Legal Duties

### 6.1. Protected Characteristics and Changes in Law

6.1.1. Under the Equality Act 2010 the headings of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, sexual orientation and are known as 'protected characteristics'.

6.1.2. Some new definitions of unlawful treatment were introduced by the Equality Act 2010, especially in relation to associative discrimination, perceptive discrimination, third party harassment and victimisation.

6.2. Employment - It is unlawful to discriminate directly or indirectly in recruitment or employment because of any of the nine "protected characteristics" in the Equality Act 2010. No member of staff, or prospective member of staff, should receive unfair or unlawful treatment due to their protected characteristic or characteristics. City of Bristol College will seek to identify and act upon any unfair or unlawful discrimination which denies individual opportunities due to the criteria mentioned above.

6.3. Equal Pay - The College has a structured pay system and will carry out pay audits following the Equal Pay Code.

6.4. Gender Pay Gap Report – The College will produce a Gender Pay Gap Report in line with our statutory requirements

6.5. Provision of Services, Functions and Associations

6.6. The Equality Act 2010 makes it unlawful for staff to discriminate directly or indirectly, or harass customers or clients because of the protected characteristics in the provision of goods and services.

6.7. Reasonable adjustments will be provided for staff, students and customers who may be experiencing barriers due to disability, including alternative formats for other relevant 'protected characteristics'.

- 6.8. The recruitment, retention and achievement of students will be monitored by 'protected characteristics' (see para 6.1)
  - 6.8.1. where possible to determine trends and enable the College to provide focused support where it may be needed to ensure success.
  - 6.8.2. Decisions on which protected characteristics will be monitored by the College will be determined by consultation, reasonableness, meaningfulness and resources available. By these means patterns of inequality will be challenged.
- 6.9. The Admissions Policy of the College supports non-discriminatory access. Every reasonable effort will be made to ensure equality of opportunity for all students providing suitable support in order for all students to access all services and facilities at City of Bristol College
7. Curriculum and Quality
  - 7.1. All activity will consider Equality and Diversity issues and will be reflected in quality processes.
  - 7.2. All forms of oppressive behaviour/bullying/harassment will be directly and appropriately challenged by staff and students at all times in accordance with our College Charter,
  - 7.3. The College Anti-bullying Policy/Procedure and the Complaints Policy/Procedure will enable those who believe they have been victims of discrimination and harassment to raise concerns and achieve redress without undue delay or difficulty.
  - 7.4. Student induction, tutorial programmes and curriculum will continue to use all opportunities to embed the principles that underpin Equality, Diversity and Inclusion.
  - 7.5. A range of activities will be used to identify student perceptions of the College environment and the quality of their experience.
  - 7.6. Effective Teaching, Training and Learning.
    - 7.6.1. All teaching and training resources and curriculum will ensure that they reflect and promote Equality, Diversity and Inclusion, where appropriate.
    - 7.6.2. Departments will take systematic steps to ensure that students have access to all opportunities irrespective of protected characteristic.
    - 7.6.3. Admissions processes and initial assessment prior to courses beginning will be used to personalise support for students, including those with additional support needs.
  - 7.7. Every opportunity will be given throughout each academic year for students/staff to disclose any disabilities or learning difficulties or other needs relating to 'protected characteristics' (see para 6.1) that they may have. The College will, through a culture of inclusivity, ensure an environment in which people feel able and confident to disclose and to see disclosure as the right course of action. The College will seek to provide reasonable adjustments in response to disclosure.
  - 7.8. All providers of work based learning under contract to the College and those contracting with the College will be made aware of the College Equality, Diversity and Inclusion and related policies and will be expected to comply with them.
  - 7.9. Equality and Diversity issues will be raised in College visits to employers and with students on work based learning.
  - 7.10. Work based students will be empowered and supported to challenge practices and behaviours in the workplace which they feel contravene College policy in relation to Equality, Diversity and Inclusion.
8. Meeting the Needs and Interests of Students
  - 8.1. In valuing and taking the prior attainment and experience of students into account the College will promote activity and experience undertaken within ethnic, religious or other cultural communities.

- 8.2. The College will support the development of community cohesion and community development through partnership with other organisations including statutory and community/voluntary organisations.
  - 8.3. Opportunities to celebrate diversity and to share experiences and knowledge will be offered via curriculum and cross college activity.
9. Student Guidance and Support
- 9.1. Information, advice and guidance will be delivered in ways accessible to different groups with protected characteristics and in ways that challenge stereotypes and equip students to defend their rights to fair treatment.
  - 9.2. Support services will meet the needs of students from diverse backgrounds and communities.
10. Consultation and Participation
- 10.1. The College wishes to provide the highest standard of access in all consultation processes. Consultation and participation enables the College to better meet and serve the needs of all existing and potential service users. The College will consult with a range of organisations/individuals including staff, students and other stakeholders such as the Local Authority, Community groups and specific interest groups.
11. Training and Development
- 11.1. In conjunction with this policy, Equality and Diversity training will be updated and offered to all staff and other relevant stakeholders to raise knowledge of equality legislation, develop Equality and Diversity competencies and tackle discriminatory practice and behaviours. Staff will be required to undergo refresher training every three years as a minimum.
12. Complaints/Alleged Breaches
- 12.1. The College has a number of ways in which staff and students can raise concerns in relation to any breach of this Policy, e.g. the Complaints Policy, the Anti Bullying Policy, the Grievance Policy and the Dignity at Work Policy. The Disciplinary Procedure for staff and the Positive Behaviour Management and Disciplinary Procedure for students will be followed where necessary.
13. Monitoring
- 13.1. The effectiveness of this Policy will be monitored through student and staff data, Equality and Diversity Impact Measures (EDIMS), culminating in the Equality & Diversity Annual Report. The College has equality objectives as part of the Single Equality Scheme.
  - 13.2. The college monitors complaints for elements relating to Equality and Diversity and will take appropriate action if identified. Complaints are reviewed against protected characteristics on an annual basis and this forms part of the annual report
14. Other Legal Duties
- 14.1. In putting this policy into practice, the College will work to meet all other duties introduced under the following laws and regulations and will be ready to implement future legislation in this area.
    - The Equality Act 2010.
    - Rehabilitation of Offenders Act 1974
    - The Protection from Harassment Act 1997

Linked Policies:

- Compliments, Complaints & Feedback Policy & Procedure
- Safeguarding Policy and Procedure
- College Code of Conduct (previously the Student Charter)
- Staff Code of Conduct

**Approved by:** Main Board (via C&Q Committee)  
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**Senior Manager Responsible:** VPC&Q