

EQUAL OPPORTUNITIES POLICY

1. The College is committed to providing equal opportunities to all its existing and potential members of staff. It is the College's policy to treat applicants and staff in the same way, regardless of their sex, marital status, age, race, colour, nationality, religion, ethnic origins, disabilities, gender re-assignment or sexual orientation.
2. The College's equal opportunities policy applies at all times and should influence the way all individuals are treated, whoever they may be. The policy influences recruitment, career development and training, terms of employment and benefits, and the culture of life in the College and within the University.
3. The Governing Body has responsibility for ensuring that the policy operates effectively. The College expects you to help to ensure that a positive climate exists. It expects you to treat all staff on their merits and to disassociate yourself from any form of direct or indirect discrimination, victimisation or sexual, racial or any other type of harassment.
4. **Direct Discrimination.** Direct discrimination arises where a person is treated less favourably because of assumptions about the group to which they belong.
5. **Indirect discrimination.** Indirect discrimination occurs where a condition is applied which is more difficult for certain groups to meet.
6. To ensure that the policy is operating effectively (and for no other purpose) the College may maintain records of members of staff and applicants' racial origins, gender and disability. Records may be monitored and analysed and the College's procedures will be regularly reviewed to form the basis for appropriate action to eliminate unlawful direct and indirect discrimination and to promote equality of opportunity.
7. The College regards direct or indirect discrimination, victimisation and harassment on any grounds as a serious matter. Members of staff who display such behaviour will be subject to the College's Disciplinary Procedure. These acts will be deemed to constitute gross misconduct and will result in summary dismissal in the absence of mitigating circumstances.
8. Should you feel that you are being treated unfairly, you should either raise a grievance through the College's Grievance Procedure or follow the procedure set out in the Harassment Policy as detailed in the Handbook. If you consider that it is inappropriate to approach your Head of Department, you have the option to approach any College Directors.