

# Student Equal Opportunities Policy

**Doc No. EQU1**

<b>Issue</b>	<b>Date of 1<sup>st</sup> Issue</b>	<b>Last Reviewed</b>	<b>Date of Next Review</b>	<b>Responsibility of</b>
04	October 2009	November 2021	November 2023	Equality Officer

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# Student Equal Opportunities Policy

## 1. Purpose

*The NRC is committed to the promotion of equality of opportunity in all of its activities. We aim to ensure that we provide a supportive, fair, inclusive and welcoming environment for all staff, students and visitors free from any form of discrimination or harassment.*

The aim of this policy is to communicate Northern Regional College's commitment to the promotion of Equality of Opportunity and Good Relations amongst the student population.

The College aims to ensure that no one is unfairly discriminated against on the grounds of age, ethnic origin, gender, marital status, religious belief, sexual orientation, political opinion or whether or not you have a disability or dependents.

We will seek to promote equality of opportunity across all our functions namely

- Access
- Admissions
- Assessments and progression
- Provision of support to students, student services and related facilities
- Teaching, learning, examining, curriculum development and quality assurance
- Community links and partnerships.

## 2. Scope

All staff and students of Northern Regional College

## 3. Definitions

See 4.5

## 4. Responsibilities

- 4.1. The Governing Body of the Northern Regional College will be responsible for ensuring that the policy is implemented throughout the College. The policy must be communicated to all students and staff
- 4.2. All line managers in the College will be responsible for ensuring that all staff for which they have responsibility, are aware of the policy on equal opportunity for prospective and existing students, and that the policy is implemented.
- 4.3. All staff employed in the College have a responsibility to accept personal involvement in the application of the Equal Opportunities Policy and for taking action when they witness behaviour or language which is not in keeping with this policy.
- 4.4. Every student will be treated with respect and dignity and every student will be expected to treat staff and other members of the College community with respect and dignity.
- 4.5. General Principles

As the College seeks to prevent direct and indirect, overt and covert discrimination and instill equality, fairness and good relations into the ethos of the College, we require staff, students and visitors to behave in a non-discriminatory manner and to support, implement and develop practices and procedures that promote and reinforce equality of opportunity and fair treatment for all.

Consequently, direct discrimination on the grounds of age, ethnic origin, gender, marital status, religious belief, sexual orientation and whether or not you have a disability or dependants is not acceptable and will not be tolerated by any member of the College Community. The College will take appropriate disciplinary action where individuals discriminate, or incite others to discriminate, in this way by language or action.

Equally, the College will not accept indirect discrimination, in which an action, direction or procedure leads to unfair treatment, exclusion or disadvantage in respect of a particular group even though the action, direction or procedure itself is not intended to have this effect. Our aim is to prevent this from happening and by monitoring our policies, training staff and taking action when appropriate, we hope to achieve this aim.

The right of every student to equality of opportunity is embodied by our Equality Scheme and is fundamental to all aspects of operation of the College. Our aim to promote positive attitudes towards disabled people and to promote the participation of disabled people in public life is evidenced in our Disability Action Plan.

#### 4.6. Recruitment

The College will endeavor to reach the widest possible potential student market. All material advertising courses will contain a statement promoting equal opportunities and will not be confined to particular geographical areas or media publication, which may exclude particular groups. Eligibility criteria for each course/learning programme will be clearly and publicly stated and adhered to for the purposes of selection and applicants may ask for the reasons why their application has been unsuccessful.

#### 4.7. Harassment, Grievance and Disciplinary Policies

Any student who believes that he or she has been the subject of discrimination or harassment has recourse to the College's harassment or grievance procedures for students. Complaints of unfair discrimination or harassment by any member of the College, student or staff, will be treated seriously and may be dealt with by the appropriate Grievance and Disciplinary Procedures.

The College requires both staff and students to behave in a fair and non-discriminatory manner. Any actions not in keeping with this may be investigated using the harassment or grievance procedures. All investigations will be fair and if disciplinary measures are required under the Disciplinary Policy, these will be applied fairly and in a consistent manner.

## 5. Quality Assurance

- 5.1. Comments and complaints regarding this document will be handled through the College's comments and complaints mechanisms. If you have a comment or complaint, or require further information regarding the process, please e-mail [quality.improvement@nrc.ac.uk](mailto:quality.improvement@nrc.ac.uk)
- 5.2. The following processes must be followed to monitor and review this document:
- a. It will be monitored on an ongoing basis and subject to a full review at least every two years.
  - b. It may also be updated if changes or improvements in processes or procedures are identified.
  - c. In monitoring and reviewing the document, the following will be taken into consideration:
    - feedback regarding the content and format of the document;
    - uptake and usage;
    - comments or complaints regarding the document;
    - Equality information and monitoring data.

## 6. Links to other Documents

- 6.1. Internal Documents:
- Harassment/Grievance
  - Complaints
  - Discipline
  - Dress Code
  - Student Conduct
  - Education Support
- 6.2. External Documents
- n/a

## Document Development

Please complete with details regarding the development of this Policy.

### D1. Working Group

Details of staff who were involved in the development of this policy:

Name	Position
Fiona McDowell	
Stephen McCartney	
Jenny McKay	

### D2. Consultation

Details of staff, external groups or external organisations who were consulted in the development of this policy:

Please refer to Equality Screening Consultation Guidance.

Name	Organisation	Date
Equality Working Group	Northern Regional College	2009
Donal Collins	ECNI	2009

### D3. Approval Dates:

Details	Date Approved
Equality Screening ( <i>please refer to Equality Screening Guidance</i> )	2009
Quality Checked ( <i>please refer to Quality Checklist</i> )	2009
SLT	2009
Governing Body ( <i>SLT to decide if PPS needs to go to Governing Body</i> )	

### D4. Communication Plan:

Please provide details and dates as to how this policy will be communicated, implemented and disseminated:

Action:	Action by:	Date:
Staff and student intranets	Na	2009

**D5. Document History**

<b>Issue no. under review</b>  <b>(Please see the front page)</b>	<b>Date of review:</b>  <b>(Date)</b>	<b>Who was involved in reviewing the document?</b>  <b>(Name/s)</b>	<b>Were changes made to the document after reviewing?</b>  <b>(Yes or No)</b>	<b>If changes have been made, please provide brief details:</b>	<b>New Issue No.</b>	<b>If Yes, did the document need to go through consultation again?</b>  <b>(Yes*/No)</b>	<b>If Yes, did the document need to be Equality Screened again?</b>  <b>(Yes*/No)</b>	<b>If Yes, date those affected by document will be alerted of updated document:</b>  <b>(Date)</b>
1	May 2018	Fiona McDowell	No	New template	2	no	no	na
2	Aug 2018	Fiona McDowell	No	New template	3	no	no	na
3	Nov 2021	Fiona McDowell	No		4	No	No	N/A

\* If you answered 'Yes' in columns E or F, you must forward details of additional consultation and/or screening to the Equality Officer.