



NEW COLLEGE
OXFORD

POLICY DOCUMENT

Equality Policy

Version [0.0]

[Date]

1. The College's aims

New College aims to provide an inclusive environment which promotes equality, values diversity and maintains a working, learning and social environment in which the rights and 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 Fellows, staff or students.

2. The College's commitment

- a. No prospective or actual student or member of staff or the Fellowship will be treated less favourably than any other, whether before, during or after their study or employment at New College on one or more of the following grounds (subject to any legal constraints and in relation to the protected characteristics laid out in the Equality Act 2010): age; colour; disability; ethnic origin; gender reassignment; marital or civil partnership status; nationality; national origin; parental status; pregnancy or childbirth; race; religion or belief; sex; sexual orientation; or length or type of contract (e.g. part-time or fixed-term).
- b. With regard to Fellows and staff, this policy applies (but is not limited) to advertising of jobs and recruitment and selection, to training and development, to opportunities for promotion, to conditions of service, benefits, facilities and pay, to health and safety, to conduct at work, to grievance and disciplinary procedures, and to termination of employment.
- c. With regard to students, this policy applies (but is not limited) to admissions, to teaching, learning and research provision, to scholarships, grants and other awards under the College's control, to student support, to university accommodation and other facilities, to health and safety, to personal conduct, and to student complaints and disciplinary procedures.

In order to realise its commitment, the College will:

- promote the aims of this policy, including the provisions for prevention of less favourable treatment laid out in paragraph 2a;
- promote equality and good relations between people who share a relevant protected characteristic and people who do not share it;
- be proactive in eliminating discrimination, including harassment and bullying, through training and the production and dissemination of codes of practice and guidance;

- have regard to its obligations under relevant legislation, including the requirement to carry out analyses of the effects on equality of policies and practices, and ensure that its policies, codes of practice and guidance mirror the requirements of the legislation;
- whilst acknowledging that they are not legally binding, have regard to any Codes of Practice issued or adopted by the Equality and Human Rights Commission;
- make this policy, as well as all codes of practice and guidance available to all staff and students; and
- regularly review the terms of this policy and all associated codes of practice and guidance.

3. Responsibilities

Governing Body and its major committees

It is the responsibility of the College's Governing Body and its major committees to provide mechanisms through which the College's strategic objectives for equality and diversity can be delivered and also to work in partnership with the University to agree a fair and equitable division of responsibility under current and future equality legislation.

Equality Committee

The Equality Committee provides leadership in all matters relating to Equality and Diversity and oversees the development of equality policy frameworks and their application in the College, working as appropriate with those colleagues and bodies, including those committees with responsibility for student matters, that have specific mandates.

Equality Officer

The Equality Officer has the responsibility of considering all existing and emerging equality legislation with a view to bringing to the attention of the Equality Committee relevant issues, which are then translated into key policies for approval by the Governing Body. The Equality Officer provides information and guidance to those chairing College committees and appointment panels to enable them to discharge their responsibilities, and supports senior members of the College in showing leadership on equality and diversity issues. The Equality Officer facilitates consultation with specific groups of staff and students and provides data to enable monitoring of key issues.

Heads of Department

Heads of both academic and administrative departments are responsible for the day-to-day implementation and delivery of the College's strategic objectives for equality and diversity in accordance with the guidance attached to this policy.

All staff and students

This policy applies to all members of the College community, students, Fellows and staff, whether permanent, temporary, casual, part-time, or on fixed-term contracts, to job applicants, to student applicants, current and former students, to associate members, and to visitors to the College.

These members of the College community have a duty to act in accordance with this policy, and therefore to treat colleagues with respect at all times and not to discriminate against or harass other students or members of staff, whether junior or senior to them.

The College expects all its Fellows, staff and students to take personal responsibility for familiarising themselves with this policy and to conduct themselves in an appropriate manner at all times to respect equality of opportunity for all staff, students, applicants and visitors.

The College regards any breach of this policy by any Fellow(s), employee(s) or student(s) as a serious matter, which will be dealt with through its agreed procedures and may result in disciplinary action.

4. Complaints

Any prospective or current student or member of staff who has a complaint concerning a breach of this policy may bring such a complaint to the College. Complaints should be addressed to the Sub- Warden in the first instance.

5. Publication

The College will publish the results of the equality analyses it conducts, and the specific objectives it sets. Links to current such documents are given at the end of this document.

6. Review

The College will review the equality policy on a four-year cycle, the first such review to take place in Hilary Term 2016.

7. Links

Equality Officers:

Freyja Madsen: tuition@new.ox.ac.uk

Dan Powell: admissions@new.ox.ac.uk

Equality and diversity pages: www.new.ox.ac.uk/equality-and-diversity

Harassment policy:

www.new.ox.ac.uk/sites/default/files/sites/all/files/Harassment%20Code%20of%20Practice.pdf

Welfare and advice page: www.new.ox.ac.uk/welfare-and-advice

University of Oxford equality and diversity pages:

www.admin.ox.ac.uk/eop/missionstatement/integratedequalitypolicy/