



# **Equality, Diversity and Inclusion Policy**

**(Bye-law 4 of the Constitution)**



## Index

<b>1.</b>	<b><u>Introduction</u></b>	<b>3</b>
<b>2.</b>	<b><u>Commitment to equality, diversity and inclusion</u></b>	<b>3</b>
<b>3.</b>	<b><u>Responsibility</u></b>	<b>4</b>
<b>4.</b>	<b><u>Implementation and enforcement</u></b>	<b>5</b>
<b>5.</b>	<b><u>Discrimination</u></b>	<b>5</b>
<b>6.</b>	<b><u>Application of the policy: Peer Advisor</u></b>	<b>6</b>
<b>6.1</b>	<b>Recruitment and selection</b>	<b>6</b>
<b>6.2</b>	<b>Discipline, complaints and grievance</b>	<b>6</b>
<b>7.5</b>	<b>Activities</b>	<b>6</b>



## Document Version Control

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## 1. Introduction

Our aim is to create an environment that is welcoming and ensures no student is disadvantaged because of race, class, age, gender, religious belief, disability or sexual orientation. Students wanting to work or volunteer with the Bloomsbury Institute Student Guild will be recruited and selected without reference to any distinction that may be seen as discriminatory.

The Student Guild recognises that people may suffer from the following discrimination: age, ability or disability, ethnic origin, caring or parental responsibilities, gender or gender identity, HIV status, marital status, nationality, opinions or beliefs on matters such as religion and politics, physical appearance, race, sexual orientation, spent or irrelevant criminal convictions, trade union affiliation, employment status, socio-economic background, medical condition, full or part time student status, mental health status or other irrelevant distinction.

## 2. Commitment to equality, diversity and inclusion

The Student Guild believes that excellence will be achieved through recognising the value of every individual. We aim to create an environment that respects the diversity of all students and staff and enables them to attain their full potential: to contribute fully, and to derive maximum benefit and enjoyment from their involvement in the life of the Student Guild.

To this end, we acknowledge the following basic rights for all members and prospective members of our community:

- to be treated with respect and dignity;
- to be treated fairly with regard to all procedures, assessments and choices; and
- to receive support to attain their full potential.

No individual will be unjustifiably discriminated against. This includes, but not exclusively, on the basis of gender, race, nationality, ethnic or national origin, religious or political beliefs, disability, marital status, social background, family circumstance, sexual orientation, gender reassignment and age. The rights set out within this Equality and Diversity Policy carry with them responsibilities and we require all members of our community to recognise these rights and to act in accordance with them in all dealings with fellow students of the Student Guild. The commitment of all members of our community is required to make the policy a success.

The Board of Trustees has overall responsibility for ensuring that we operate within a framework of equality of opportunity, coordinating related activities, facilitating developments and communicating responsibilities to our students. The Board of Trustees delegates authority to the Guild Manager to ensure that the Student Guild operates in accordance with this policy. The Student Guild also provides students with a confidential forum for them to raise any equality and diversity



issues or concerns they might have by contacting, in confidence, the Guild Manager ([guild.manager@bil.ac.uk](mailto:guild.manager@bil.ac.uk)).

## 2.1 Aims

The Student Guild aims to:

- work proactively to involve students in its activities who are typically under-represented or 'Hard to Reach'. 'Hard to Reach' groups participation rates will be monitored by Bloomsbury Institute
- work with Bloomsbury Institute and other relevant bodies to promote its equal opportunities policy, and to ensure that both the Guild and the Bloomsbury Institute are actively working to comply with current relevant legislation
- receive from Bloomsbury Institute, on an annual basis, a student profile in the context of the protected characteristics. The purpose of this is to identify and assess any notable findings with a view to working with Bloomsbury Institute to address any issues
- if any member or student of the Student Guild feel they have been treated in a manner not in accordance with this policy, they have the right to make a complaint free of retribution. Complaints can be made directly to the Guild Manager or a member of the Board of Trustees
- continue to ensure student support services are, as far as reasonably possible, accessible to all.

## 3. Responsibility

The rights set out within this Equality, Diversity and Inclusion Policy carry with them responsibilities and we require all members of our community to recognise these rights and to act in accordance with them in all dealings with fellow members of the Student Guild. The commitment of all students and staff of the Student Guild are required to make the policy a success.



## 4. Implementation and enforcement

We are committed to promoting a general culture of equality, diversity and inclusion throughout our student body.

This Equality, Diversity and Inclusion Policy (Bye-law 4) is enforced by delegated authority of the Board of Trustees, by the Guild Manager for all members of the Student Guild. Any complaint which alleges non-compliance with our Equality, Diversity and Inclusion Policy will be taken seriously and dealt with in a timely and sensitive manner.

Any breach of this Equality, Diversity and Inclusion Policy will be regarded as misconduct and will be dealt with in accordance with the Member Complaints and Member Disciplinary Policy and Procedures.

This Equality, Diversity and Inclusion Policy is available to all students in electronic copy. If you require this document in an alternative format please contact the Guild Manager at [guild.manager@bil.ac.uk](mailto:guild.manager@bil.ac.uk) or call 020 3873 9477.

## 5. Discrimination

Under the Equality Act 2010, it is unlawful to discriminate, harass or victimise someone because they have or are perceived to have a 'protected characteristic' or are associated with someone who has a protected characteristic. There are a number of different types of discrimination.

**Direct discrimination:** this means treating someone less favourably than someone else because of a protected characteristic. In the case of age, treating someone less favourably than someone else may be justified.

- **Indirect discrimination:** this means treating one person less favourably than someone else, because you incorrectly think they have a protected characteristic.
- **Discrimination arising from disability:** this means treating a person with disabilities unfavourably because of something connected with their disability when this cannot be objectively justified.
- **Direct discrimination by association:** this means treating someone less favourably than another person because they are associated with a person who has a protected characteristic.
- **Failing to make reasonable adjustments:** to do this for a person with disabilities is also a form of discrimination.

- **Harassment:** this is unwanted behaviour related to a protected characteristic which has the purpose or effect of violating someone's dignity or which creates a hostile, degrading, humiliating or offensive environment.
- **Victimisation:** is treating someone unfavourably because they have taken some form of action relating to the Equality Act, e.g. made a complaint under the Act or supported someone who is doing so, such as appearing as a witness.

## 6. Application of the policy: Peer Advisor

### 6.1 Recruitment and selection

- Working within the terms of our Peer Advisor Policy, recruitment advertising will encourage applications from all sectors of the community reflecting our commitment to equality and diversity.
- Working within the terms of our Peer Advisor Policy, Job requirements will be written on the basis of the essential and justifiable requirements of the position.
- Working within the terms of our Peer Advisor Policy, shortlisting, appointment and rejection decisions will be transparent and justifiable and will be supported by written comments.

### 6.2 Discipline, complaints and grievance

- Staff or students who make a complaint of discrimination have the right to do so without fear of victimisation and we will make every effort to ensure victimisation does not occur.
- Disciplinary, complaint and grievance procedures will be applied fairly and transparently for all staff and students.
- Allegations of discrimination, harassment or inappropriate behaviour and any complaints will be dealt with under the appropriate procedures for students or staff for either Bloomsbury Institute or the Student Guild.

## 7.5 Activities

- All students will have equal rights of participation for all Student Guild activities, its culture and social life.