

EQUALITY AND DIVERSITY POLICY
Policy Owner: Head of Student and Staff Services
Last Updated: June 2016
Last Reviewed: June 2016
Next Review Date: June 2017

Purpose

The Equality Act 2010 and the Equality Amendment Order 2012 require Tileyard Education and TY-e to maintain an Equality & Diversity policy to guarantee Tileyard Education and TY-e's commitment to develop an inclusive and supportive environment for students and staff where all are able to participate and where everyone has the opportunity to fulfil their potential.

This policy is to be used in conjunction with;

- Equality and Diversity Procedure. □
- Disability Policy & Procedure □General Principles □

Within a context of respecting difference, Tileyard Education and TY-e is committed to ensuring that there is equal opportunity for all regardless of gender, age, race, disability, marital or civil partnership status, pregnancy, maternity & paternity, gender re-assignment, religion or belief or sexual orientation. □

Tileyard Education and TY-e will not discriminate unfairly on the grounds of gender, age, race, disability, marital or civil partnership status, pregnancy, maternity or paternity, gender reassignment, religion or belief or sexual orientation. □

Tileyard Education and TY-e is committed to removing unfair and discriminatory practices in all contexts and at all levels and, as a result, to encouraging full contribution from its diverse community. □ Tileyard Education and TY-e is committed to actively opposing all forms of discrimination and calls on all members of its community to make a similar personal commitment. □

Tileyard Education and TY-e is committed to providing musical education and training to meet the aspirations of as many as possible of those whom it deems to have the ability and motivation to benefit. □

Tileyard Education and TY-e believes that all its students, employees and visitors are entitled to be treated with dignity and, as such, that discriminatory behaviour will not be tolerated. □

Equality and diversity priorities will align with and underpin Tileyard Education and TY-e Strategic Plan as well as operational planning at all levels. □

Tileyard Education and TY-e will make reasonable adjustments for students and staff in accordance with identified needs wherever possible within the statutory criteria. □Scope □

This policy covers all aspects of Tileyard Education and TY-e's academic provision and business process including, but not limited to, programme development, student recruitment and admissions, learning and teaching,

assessment, advertisements, recruitment, induction, pay, conditions of service, staff development, change management, promotions, grievance and disciplinary procedures, course development. □

This policy also applies to relationships with other institutions and with suppliers and contractors.

This policy also applies to potential students and employees.

Definitions

Discrimination □ Discrimination is unequal or differential treatment which leads to one person being treated more or less favourably than others are, or would be, treated in the same or similar circumstances on the grounds of gender, age, race, disability, gender identify or re- assignment, marital or civil partnership status, pregnancy, maternity & paternity, religion or belief or sexual orientation. Discrimination may be direct or indirect.

Protected Groups

- 2.1 Age □
- 2.2 Disability □
- 2.3 Gender Reassignment □
- 2.4 Marriage and Civil Partnership □
- 2.5 Pregnancy, Maternity & Paternity □
- 2.6 Race □
- 2.7 Sex □
- 2.8 Sexual Orientation □
- 2.9 Religion and Belief □

Direct Discrimination □ Direct discrimination occurs when a person or a policy, criterion or practice intentionally treats a person less favourably than another on grounds related to their identity as one of the protected groups above.

Indirect Discrimination □ Indirect discrimination occurs when a person or a policy, criterion or practice applies equally to all but:

- is detrimental to a considerably larger proportion of people from a group identified as having one or more of the protected characteristics than from the general populace □
- the need for the application of the policy cannot be justified on a neutral basis
- the person to whom the policy, criterion or practice is being applied suffers unfair □detriment from the application of said policy, criterion or practice □Harassment □ Harassment occurs when a person is subjected to unwanted conduct that has the purpose or effect of violating their dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment.

The Protection from Harassment Act 1997 makes harassment a criminal offence. □Victimisation□Victimisation occurs when a person is treated less favourably because they have brought or intend to bring internal or legal proceedings or they have given or intend to give evidence in an internal or legal proceeding. □Discriminatory Language□As a general rule, if age, or gender, or sexual preference, or ethnicity, or any other category of identification or difference, is not relevant to a discussion, then it should not be specified. If it is relevant, then it should be discussed respectfully. The use of offensive language; derogatory terms, stereotypes, or generalisations about an individual or group should also □

The following are some of the major forms of discriminatory language: extra-visibility, invisibility, stereotypes, derogatory labels, offensive language & trivialising language.

Responsibilities

Every member of Tileyard Education and TY-e community has a moral and legal responsibility to promote equal treatment and opportunity within that community and to respect its diversity.

Tileyard Education and TY-e expects that all students, employees and/or visitors will act in such a way as to avoid subjecting other students, employees and/or visitors to direct or indirect discrimination and/or harassment or victimisation on the grounds of their gender, age, race, disability, gender identity or re-assignment, marital or civil partnership status, pregnancy, maternity or paternity, disability, religion or belief or sexual orientation.

The Board of Directors and Executive Committee take responsibility for achieving the objectives of this policy and for ensuring compliance with the Equality Act 2010 and the Equality Act Amendment Order 2012.

The Head of Admissions is responsible for matters relating to equality of opportunity in student recruitment and admissions, for developing policies which meet legislation and best practice, for monitoring the impact of these policies on different minority groups, and for providing relevant student recruitment and admissions statistics.

The Head of Student & Staff Services & Head of Studies are responsible for matters relating to equality of opportunity in learning, teaching and assessment, for developing policies which meet legislation and best practice, for monitoring the impact of these policies on different minority groups, and for providing relevant student statistics.

The Human Resources Manager is responsible for matters relating to equality of opportunity in employment, for developing policies which meet legislation and best practice, for monitoring the impact of these policies on different minority

groups, and for providing relevant employment statistics.

Students and staff are responsible for ensuring that their actions are carried out in accordance with this policy. They may be held personally to account should their actions fall short of the requirements of this policy in any way.

Implementation & Communication

The Head of Student & Staff Services, reporting to the Executive Committee, will be responsible for the co-ordination of policy initiatives. These initiatives will be developed in consultation with students and staff. Students and staff will be regularly informed of their responsibilities towards the promotion and implementation of relevant policies and procedures and regular training and development will be provided.

The Equality and Diversity policy is available on the VLE and Institute website.
Breach of the policy

Tileyard Education and TY-e will take seriously any instance of non-adherence to the Equality and Diversity policy by students, staff or visitors. Any instances of non-adherence will be investigated with the intent of resolving matters. Where appropriate, such instances may be considered under the relevant disciplinary policy for staff or students.