



# Empire College London

## Equality and Diversity Policy

Empire College London is dedicated to creating an environment where students and staff are treated with dignity and respect and the value of each individual is recognised.

The College is committed to creating a place where everyone, whatever their circumstances and background:

- is fully respected
- is listened to and encouraged to give their views
- feels welcome
- is treated in a fair way
- is treated in an equal way
- has equality of opportunity
- has full access to college activities and resources
- is given the support that is relevant to their course and circumstances

The College's goals reinforce the Equality Act 2010 through its commitment to developing and maintaining high-quality, safe learning environments for all students and staff.

Under the Equality Act, there are nine protected characteristics. It is unlawful to discriminate against someone because of one or more of the following protected characteristics:

- age
- gender reassignment
- being married or in a civil partnership
- being pregnant or on maternity leave
- disability
- race including colour, nationality, ethnic or national origin
- religion, belief or lack of religion/belief
- sex
- sexual orientation

This policy applies to all students, staff, visitors and any external collaboration the College may have.

Any direct or indirect discrimination applied to any existing or potential future student, staff member or visitor will not be acceptable.

All staff and students have a responsibility to provide complete and active support for the policy by ensuring that the policy is known, understood, and applied at all times.

As an education provider, in the process of student recruitment and selection, applicants are being judged on the basis of their English language proficiency, academic characteristics, educational background and personal motivation that should meet the requirements of the course level they are applying for. In the College, the students' progress on assessment, all forms of support, and access to the college facilities and extracurricular activities are being provided on equal terms for everyone.



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Empire College London treats all students equally and fairly at all stages of their recruitment, selection and study.

As an employer, Empire College London treats all part-time and full-time employees and job applicants equally and fairly. During the process of recruitment and selection, employees are judged on the basis of their qualifications, work-related performance, professional qualities, work experience and personal motivation.

## Responsibilities of staff and students

### Staff:

- Senior management is responsible for ensuring the College meets all aspects of the Equality Act 2010.
- Provide a working environment that is free of discrimination or harassment in any form.
- Take the necessary steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encourage and support protected groups in activities.
- Adhere to the staff code of conduct.

### Students :

- Adhere to the Student Code of Conduct.
- Ensure displayed materials they use do not offend others.
- Treat everyone politely and fairly, making them feel welcome in the College.
- Use language carefully and appropriately, considering the impact it may have on others.
- Report any concerns or events which are insulting others.
- Resolve differences and disagreements amicably.

### Communication:

To ensure that current and prospective staff, students and other service users are aware of the College's equality and diversity policy, the policy will be provided on the College website, referred to as part of the staff and student induction processes. Staff and students have access to this policy on the college VLE.

### Training:

All staff will undertake appropriate training on Equality and Diversity matters.

### Complaints:

Any student, member of staff or visitor who believes they have been treated less fairly than others, discriminated against or victimised should, at the first instance, contact the senior management team.

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