



reigate•college

Single Equality Scheme

June 2014

Introduction from the Principal

Reigate College's third Single Equality Scheme builds on work and progress from our second Single Equality Scheme and from the Equality Act 2010.

We recognise that the equality duties complement our drive to continually improve our approach to equality and diversity at the College.

Steve Oxlade

June 2014

Introduction to the Scheme

This is the College's third Single Equality Scheme, which sets out the background and our duties to promote race, disability and gender equality, and how we intend to implement our general and specific duties for these three sets of legislative requirements.

It also demonstrates how we intend to meet the requirements of the integrated equality duty, which is part of the Equality Act 2010. This Scheme provides a coherent and strategic framework for promoting equality and diversity within Reigate College.

At the heart of the integrated equality duty, is the need to set equality priorities and objectives. This Scheme sets out our priorities and objectives for the next three years.

We have aligned our priorities and objectives with our strategic objectives so that the Scheme will operate strategically, in the mainstream of our work. All staff and students are expected to actively support and implement this Scheme.

The sections in this Single Equality Scheme are:

- The College's mission and strategic objectives, and how our equality priorities and commitments align with these.
- An overview of the legal requirements to promote race equality, disability equality and gender equality, and the integrated equality duty.
- How we have involved key stakeholders in developing this Scheme and our equality objectives.
- An outline of the information that we currently gather and use in relation to equality and diversity.
- The process we will undertake to impact assess our policies and practice.
- Our key equality objectives and priorities for the next three years.
- An outline of how we will publish, report on and update the Scheme.
- An outline of how we will put the Scheme into practice and the responsibilities and accountabilities associated with this.
- Our equality objectives.

Involvement of key stakeholders

Outcomes of discussions with governors, senior and middle managers, the Equality and Diversity Committee, staff and students have informed our Single Equality Scheme.

We recognise that our activities to involve key stakeholders to date are the beginning of a journey to identify College actions to improve equality.

We want to build on this involvement. We welcome more disabled staff and students, staff and students from ethnic minority backgrounds and male and female staff and students who are working or learning in under-represented areas, or who have

undergone gender reassignment, to come forward to help us further identify areas for involvement, and to help us to review, revise and develop our Scheme.

We also welcome the further involvement of people who share other protected characteristics, particularly sexual orientation, age, religion or belief.

The College’s mission and strategic objectives

At Reigate College, we are committed to advancing equality of opportunity, respecting and celebrating difference, eliminating discrimination, harassment and victimisation and fostering good relations between all who work, learn or use our services.

We aim to create and maintain a working and learning environment in which all people have the opportunity to participate fully, give of their best and achieve their full potential in a climate free from discrimination or harassment.

We recognise that all have a right to equality of opportunity irrespective of race, disability, gender, gender reassignment, age, nationality, sexual orientation, religion or belief, marital or civil partnership status, or socio-economic status, background or class.

Equality and diversity is central to all that we do, and fundamental to our mission and values.

The following table shows key strategic objectives, together with a statement making explicit the link with our equality and diversity priorities and commitments

<p>To be recognised as a leading inclusive provider of a comprehensive range of AS/A level subjects, BTEC National courses and other provision at level 2 and 3 appropriate to the needs of the community.</p>	<p>We will strive to ensure all students have access to high quality learning opportunities, irrespective of personal identity or background.</p>
<p>To fully engage in collaborative local 14 -19 education.</p>	<p>We will raise awareness of E&D with learners on all courses to help prepare them for their entry as responsible citizens in the world of work.</p>
<p>To provide effective teaching, learning and support for students, which enables them to progress to further study, or appropriate employment and to fulfil their role in society.</p>	<p>We will track progression to ensure all students (irrespective of personal identity or background) have opportunities to progress Level 2 to Level 3 and Level 3 to 4.</p> <p>We will carry out inclusive risk assessments with disabled students to ensure they are able to access, enjoy and succeed with the same degree of dignity and choice as their peers.</p>

	<p>We will make clear to learners that we will not tolerate discrimination, harassment and victimisation, and we will ensure learners know who to go to if they experience any form of discrimination.</p> <p>We will provide learning support tailored to individual needs for learners to support their learning and progression.</p> <p>We will strive to provide an inclusive teaching and learning environment that is personalised to the individual and which takes account of individual need and cultural backgrounds.</p> <p>We will embed E&D within curriculum planning to enrich the learning environment.</p> <p>We will target resources and support at students who need it most.</p>
<p>To ensure that the College implements appropriate actions, in accordance with equality & diversity and safeguarding legislation.</p>	<p>We will strive to employ a diverse workforce which reflects the local community and the learner population.</p> <p>We will provide on-going continuous professional development in equality and diversity, to equip staff to recognise and embed diversity and to challenge any form of discrimination.</p> <p>We will provide reasonable adjustments for staff who are, or who become, disabled.</p>

An overview of legal requirements

The duty to promote race equality

The general duty has three inter-related parts, and means that public authorities, in carrying out their functions, must give due regard to the need to:

- eliminate unlawful racial discrimination
- promote equality of opportunity
- promote good relations between people of different racial groups

The duty to promote disability equality

The general duty has six inter-related parts, and will mean that public authorities, in carrying out their functions, must give due regard to the need to:

- promote equality of opportunity between disabled and other people
- eliminate unlawful discrimination

- eliminate disability- related harassment
- promote positive attitudes towards disabled people
- encourage participation by disabled people in public life
- take steps to take account of disabled peoples' disabilities, even where that involves treating disabled people more favourably than other people

The duty to promote gender equality

The general duty has two inter-related parts, and will mean that public authorities, in carrying out their functions, must give due regard to the need to:

- eliminate unlawful discrimination and harassment and
- promote equality of opportunity between men and women

The Equality Act 2010

The Equality Act 2010 introduces the term 'protected characteristic' to refer to aspects of a person's identity explicitly protected from discrimination. Nine are identified:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race (including colour, nationality and ethnic or national origins)
- Religion or belief
- Sex
- Sexual orientation

The Equality Act 2010 requires public sector organisations to promote race, disability and gender equality and to give due regard to

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations.

Gathering and Using Information

We actively monitor our performance to ensure we are meeting our commitments.

For staff

- Staff profile
- Grievance
- Disciplinary
- Complaints
- Access to and satisfaction with staff development opportunities
- Recruitment statistics

For learners

- Student profile
- Recruitment, retention, achievement, success and progression
- Attendance and punctuality
- Enrichment
- Learner satisfaction
- Complaints

The EDIMs are analysed annually by the Associate Principal (Transitions & Operations) and the Equality & Diversity Committee.

Regular reports assessing our progress in meeting our commitments and improving practice are submitted to senior managers and governors.

Our equality objectives and priorities

Equality objectives are collated together under 5 priority areas. The key objectives for these 5 priority areas are listed below:

Policy development

Develop a policy for staff and students who are, have or intend to undergo gender reassignment

Student experience

- Maintain a college LGBTQ (lesbian, gay, bisexual, transgender & questioning) officer on the student union
- Further promotion of equality and diversity through the curriculum & tutorial programme
- Continue to promote awareness of protected characteristics through the annual Equality & Community Day

Staff

- Continue to close equality gaps in the workforce profile
- Continue to provide an Equality & Diversity Officer directly line managed by the Senior Leadership Team
- Maintain an Equality & Diversity Committee to review College policy & systems in relation to E&D and to develop strategies to raise awareness among staff and students
- Ensure disabled applicants who meet the minimum criteria in relation to the person specification of a vacancy are automatically interviewed
- Continue to utilise kite marks on our adverts to show that we are an Equal Opportunities employer

Staff training and development

- Update staff on equality & diversity issues including protected characteristics
- Support staff in embedding E&D within curriculum planning and teaching and learning delivery

Data analysis

- Retention, achievement, success and progression
- Track progression beyond College by race, gender and disability
- Gather staff data in relation to sexual orientation, religion and belief

Publishing, Reporting and Updating the Scheme

The Scheme will be published on the College's website and Staff Shared Area, and made available in hard copy, large print and alternative formats by request. An easy read version will also be made available on request.

A statement highlighting the College commitment to equality and diversity and the Single Equality Scheme will be placed in key publicity materials, including the College prospectus, the student diary and staff recruitment literature.

An annual report will be made to the Corporation (Governors) on the progress of the Scheme and the implementation of the Action Plan, and in particular

- the information that has been gathered and used in relation to staff, students and customers
- the narrowing of equality gaps (where appropriate) and the achievement of equality targets, objectives and priorities

A summary of the annual report will be included in appropriate College Publications.

We will review the Scheme each year and update action plans and targets on an interim basis. Updating will take account of changes in the law and College priorities as well as new information relating to equality and diversity and the results of impact assessment. There will be a full review and revision at the end of the Scheme's three year cycle.

Putting the Scheme into practice

- The Corporation (Governors) are responsible for promoting the College's commitment to equality and ensure adequate resources are made available for implementation of the Single Equality Scheme
- The Senior Leadership Team (SLT) is responsible for the overall implementation of the College equality commitments and for promoting equality. They will ensure that this Scheme is integral to the College's strategic objectives and development plans.
- The Equality and Diversity Committee will oversee this Scheme and monitor how far we are achieving our commitments. The Committee will monitor implementation of the Action Plan and are responsible for ensuring that the Governors receive an annual report on the progress of this Scheme and implementation of the Action Plan. The Committee will update the Action Plan

in the light of further involvement of key stakeholders, and in the light of information gathering and analysis activities.

- Managers will make sure that equality issues are core to service delivery, teaching and learning, staff management and recruitment, selection and promotion. They are responsible for ensuring that all staff and students are made aware of this Scheme
- The Associate Principal (Transitions & Operations) is responsible for organising events and activities to raise awareness of this Scheme, and for ensuring that all staff understand equality and diversity issues through a rolling programme of staff development.
- The Associate Principal (Transitions & Operations) is responsible for ensuring that complaints of discrimination, harassment and bullying among staff are investigated in line with College procedures. The Associate Principal (Transitions & Operations) is responsible for ensuring that student complaints of discrimination, harassment and bullying are investigated in line with College procedures.
- All members of the College community are responsible for supporting this Scheme and its implementation. They are expected to
 - promote a positive working and studying environment that is free from discrimination, harassment or bullying
 - treat all individuals with dignity and respect
 - challenge stereotyping and prejudice
 - report incidents of discrimination, harassment or victimisation