

Jesus College

Equality, Diversity and Inclusion Policy

1. Policy Statement

- 1.1 Jesus College is fully committed to equality of opportunity and fairness in all aspects of its community. The College values the rich social and cultural diversity of its staff, students, fellows and visitors, creating an environment in which individual differences are recognised and valued.
- 1.2 This policy is designed to ensure that all members of the College community are offered the same opportunities regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity (including paternity), race (colour, ethnic or national background), religion or belief, sex/gender, sexual orientation. (further referred to as protected characteristics).
- 1.3 The College seeks to ensure that no member of its community suffers, either directly or indirectly, as a result of unlawful discrimination. This extends beyond the individual's own characteristics, and may cover discrimination by association and by perception. The College aims to ensure that it not only observes the relevant legislation but that it also does whatever is necessary to provide genuine equality of opportunity and prevent discrimination.
- 1.4 The College expects all members of its community to be treated and to treat others with respect, and aims to provide an environment free from harassment, intimidation or discrimination in any form that may affect the dignity of the individual.

2. Legal Considerations

- 2.1 In addition to being compliant with the equality laws (Equality Act 2010) and Human Rights Acts (Universal and European), this policy also complements and endorses the duties and responsibilities as set out in the University of Cambridge Equality Policy and Code of Practice, and the ACAS Codes of Practice.

3. Scope of the policy

- 3.1 This policy outlines the College's commitment across all operations. We are creating an inclusive working, researching and studying environment where diversity is valued and equality of opportunity is apparent. The College also seeks to actively promote equality and inclusiveness in providing services to the external community and in the employment opportunities it offers.
- 3.2 Staff should also be aware of the Dignity and Respect at Work Policy which supports the principles of this policy and is applicable to their employment. This is available on JNet or from the HR Department.
- 3.3 Students should be aware of the Policy and Guidance on Harassment for students which supports the principles of this policy and is available on JNet.

4. Aims

- 4.1 The College will take active steps to promote good practice with regards to equality and diversity inclusion. In particular it will:
- recognise that everyone has a right to their distinctive and diverse identities
 - strive to attain a community that is generally representative of the community the College serves and in which it exists
 - understand how diversity can improve the ability to deliver better services
 - provide training and communication to raise awareness and understanding of diversity and equal opportunity issues
 - provide a supportive, open environment free from discrimination and harassment and where all members of the community are treated with respect.
 - take reasonable steps to ensure that the working environment and practices do not prevent people with protected characteristics from taking up positions for which they are suitably qualified
 - regularly review policies to ensure that people are treated fairly, equitably and consistently in line with their skills and abilities
 - provide the opportunity for those who think they have been treated in any way contrary to this policy to raise and resolve issues
 - fulfil all the Colleges legal obligations under the equality legislation and associated codes of practice.

5. Responsibilities and Commitment

- 5.1 The overall responsibility for implementing and monitoring the effectiveness of this policy rests with the Senior Management of the College. The Human Resources Manager is responsible for implementing this policy with respect to staff and also for implementing related policies and procedures. This includes ensuring that all staff receive appropriate equality and diversity inclusion training. The Senior Tutor is responsible for implementing this policy with respect to students.
- 5.2 Each individual is responsible for their own behaviour and must accept the principle that there is equality of opportunity and a respect for diversity for all fellows, staff, students and anyone associated with the College in aspects of College life. Individuals must ensure that they do not support unfair behaviour by choosing to ignore issues and must not incite or collude with unfair or unlawful discrimination.
- 5.3 Any individual found to be responsible for inciting, perpetrating or colluding with discrimination or harassment may face disciplinary action.

6. Complaints of Discrimination or Harassment

- 6.1 All grievances relating to discrimination claims will be dealt with seriously, promptly and confidentially and will be comprehensively investigated.
- 6.2 Students who believe they have been discriminated against, harassed, bullied or victimised, and have not been able to resolve the matter themselves informally, are advised to raise the matter either formally through the Harassment Procedure or informally via a Tutorial Advisor or Welfare Officer.

- 6.3 Staff who believe they have been discriminated against, harassed, bullied or victimised, and have not been able to resolve the matter themselves informally, are advised to raise the matter either formally through the grievance procedure or informally via a manager or the HR Manager. Further information can be found in the Dignity and Respect at Work Policy.
- 6.4 Academic staff who believe they have been discriminated against, harassed, bullied or victimised, and have not been able to resolve the matter themselves informally or through a colleague, may wish to raise the matter formally through the grievance procedure as set out in Regulation F.
- 6.5 Advice on any of the above procedures can be obtained from the Human Resources Department or Tutorial Department.

7. Monitoring

- 7.1 Monitoring plays an important role in ensuring that the College is meeting its commitment to equality and diversity. In order to achieve this, the College may monitor the profile of the community across the protected characteristics.
- 7.2 The College guarantees that the information gathered for the purposes of monitoring will only be used for monitoring to improve its equality performance and will be held and processed in accordance with the Data Protection Act (1998)

8. Communication of this policy

- 8.1 All members of the community will be made aware of this policy through publication in various handbooks. In addition, new students, fellows and staff will be advised of the policy through such means as advertisements, application forms, posters and training courses.
- 8.2 The College will ensure that this policy is provided to any agencies responsible for the College's recruitment, private contractors, and agency workers reminding them of our responsibilities and commitment to equality.

9. Monitoring, review and evaluation

- 9.1 This policy will take effect from 1 January 2015.
- 9.2 The Human Resources Manager has joint responsibility with the Bursar for implementing and monitoring this policy, which will be reviewed by appropriate Committees on a regular basis following its implementation (at least annually), and additionally whenever there are relevant changes in legislation or to College working practices. The College reserves the right to amend the policy and procedures as reasonable and necessary and will seek to consult with members of the community on any changes