

Equality, Diversity and Inclusion Policy

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Impact Assessment Status: In preparing the Policy, any potential disproportionate impact it might have upon individuals with protected characteristics, as defined in the Equality Act 2010, have been carefully considered. It is the conclusion of the College Group that the Policy does not adversely impact on individuals with any of the protected characteristics.

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Aim

The Equality, Diversity and Inclusion Policy aims to ensure that all individuals and groups:

1. Are treated fairly and with respect in all interactions.
2. Have the right to be free from harassment and bullying of any description.
3. Do not suffer unwanted behaviour, whether based on the protected characteristics; age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation; or based on other potential limiting factors such as mental ill health and social deprivation.
4. Have an equal chance to contribute to achieve their potential, irrespective of any defining feature that may give rise to unfair discrimination.
5. Can engage with an organisation that complies fully with the Prevent Duty, and which takes active steps to equip staff and students with an understanding of radicalisation, extremism, and Fundamental British Values.

Scope

The Equality, Diversity and Inclusion Policy sets out the college's aims and how it will meet and, in some areas, exceed, the legal requirements identified in the Equality Act 2010.

The policy applies to:

- Prospective students, apprentices, and staff (in relation to admissions and recruitment arrangements).
- Current students, apprentices, and staff (including those who are absent, temporarily excluded, on work placement, in work-based learning, and studying or working remotely).
- Former students, apprentices, and staff where there is a continuing relationship (i.e., following a reference request).
- Governors.
- Visitors, contractors, and volunteers whilst they are on college premises or carrying out college business.
- Partners and employers where students have work placements, are in work-based learning, or are studying remotely.
- Pre-16 students, where applicable.

Behaviour outside normal working hours and off college premises may also fall into the scope of the policy. For example, the college has a duty to act where discriminatory behaviour or harassment by a member of staff outside normal working hours affects another member of staff or a student/apprentice either directly or indirectly.

The college does not tolerate any form of discrimination or harassment, and breaches of the policy may be dealt with via the Staff Disciplinary Policy (PHR20) or Student and Apprentice Disciplinary Policy (TLA03).

This policy and associated operating procedures apply to Chesterfield College, which includes our subsidiary companies: Training Services 2000 Ltd, Learning Unlimited ATA Ltd, Recruit Unlimited Ltd and Chesterfield College Enterprises Ltd.

Policy Statements

Chesterfield College recognises that many individuals and protected groups may experience unlawful discrimination and disadvantage on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation. The college believes that equality for all is a basic human right and actively opposes all forms of unlawful and unfair discrimination. The college values and celebrates the diversity in our society and strives to promote and reflect that diversity within the college, whilst also working to exemplify Fundamental British Values: democracy, the rule of law, individual liberty, and mutual respect and tolerance for those with different faiths and beliefs.

All staff, students, apprentices and others who fall within the scope of the policy have a responsibility to give full and active support for the Equality, Diversity and Inclusion Policy and the promotion of Fundamental British Values by ensuring that:

- The Equality, Diversity and Inclusion Policy is known, understood, and implemented.
- Behaviours consider the sensitivities of others, everyone is treated with respect and dignity, and stakeholders can access all opportunities relevant to their learning and development, including involvement in democratic processes.
- Behaviour not in accordance with the Equality, Diversity and Inclusion Policy is challenged safely and appropriately.
- They engage in learning opportunities which aim to raise awareness of the Prevent Duty, Fundamental British Values, protected characteristics, inclusion, and equity.

Within this general responsibility, there are some specific responsibilities for:

- **Governors, the Principal and college managers** for the effective implementation and championing of the Equality, Diversity and Inclusion Policy.
- The **Equality, Diversity and Inclusion (EDI) Committee** for the coordination, implementation, development, and monitoring of the Equality, Diversity and Inclusion Policy across the College Group; and for working to close any achievement gaps based on protected characteristics.
- The **Academic Board for Higher Education** for monitoring the implementation of the Higher Education Access and Participation Plan (CSE04), aimed at widening participation against the spread of demographics at the college.

- The **Senior Mental Health Leads** for achieving the commitments aligned to the Association of Colleges (AoC) Mental Health Charter and the Department for Education (DfE) Staff Wellbeing Charter.
- **Student Representatives** for promoting and encouraging respect for equality, diversity and inclusion among the whole student community, both in everyday practice and through active student voice and student ambassadorial activity across the college.
- The **Safeguarding Team** and **Designated Safeguarding Lead** for acting on concerns of radicalisation, extremism, discrimination, harassment, and bullying reported via the safeguarding referral route.

Chesterfield College Group celebrates and values the diversity of the college community and aims to create an environment in which everyone feels equally welcomed and valued, and in which transphobic behaviour is not tolerated. The college recognises that there can be differences between a person's sex and their gender identity or expression. The college will not discriminate against people on the grounds of their trans identity.

Under the direction of the Senior Mental Health Leads, the college will aim to embed the '8 principles of a whole school or college approach to mental health and wellbeing' contained within the DfE and the Office for Health Improvement and Disparities guidance. These principles are noted below, with progress monitored via the college's EDI Committee:

1. An ethos and environment that promotes respect and values diversity.
2. Leadership and management that supports and champions efforts to promote emotional health and wellbeing.
3. Staff development to support their own wellbeing and that of pupils and learners.
4. Curriculum teaching and learning to promote resilience and support social and emotional learning.
5. Enabling student voice to influence decisions.
6. Identifying the need for and monitoring the impact of interventions.
7. Targeted support and appropriate referral.
8. Working with parents and carers.

The college is compliant with the legal duty to report on gender pay as outlined in the Equality Act (Specific Duties and Public Authorities) Regulations 2017. The college recognises that there are many factors that may influence the difference in pay rates across the workforce. The college seeks to work towards a flexible workforce and a culture where all staff members have access to well-designed job roles, career progression, and opportunities for learning and development. The college will continue to recognise, and accommodate where operationally viable, flexible working patterns that suit the individual circumstances of employees and to provide a comprehensive package of employee benefits and support for all staff.

To support a continued reduction in the college's gender pay gap, the College Group will:

- Continue to support career progression of female employees by ensuring female participation in leadership development programmes, including the Aspiring Leaders course.
- Explore increased opportunities for part-time working at a senior level.
- Continue to promote the college's Hybrid Working Policy (PHR24) and Flexible Working Policy (PHR25) to encourage increased flexibility, including working from home.
- Take positive action to encourage female applicants for STEM roles.
- Promote career development for females in male dominated subjects, such as Engineering and Digital Industries, including case studies of current female managers employed within these areas.
- Ensure college managers undertake unconscious bias training as part of increased EDI awareness.
- Introducing more inclusive job application information designed to attract a more diverse range of candidates.
- Complete regular equal pay audits to provide analysis and insight into gender pay issues and track progress.
- Extend the college's flexible benefits scheme to support recruitment and retention of lecturers in areas of work with higher levels of female employees.
- Highlight flexible working and other key benefits in job adverts and supporting recruitment information.

Implementation

Chesterfield College Group will ensure that:

1. Management meetings are held which introduce staff to EDI concepts in line with policies and procedures and allow staff to explore how they can continually develop inclusive practice.
2. The Principal, Corporation and all staff working with or on behalf of the college receive a level of training appropriate to their role and level which will familiarise them with equality and diversity issues, clarify roles and responsibilities in line with college policies and procedures, and refresh their knowledge.
3. The college follows the Equality and Human Rights Commission's Code of Practice, which supports service providers, public bodies, and associations to understand their duties under the Equality Act and put them into practice. This includes any revisions to the code following the Supreme Court ruling in Scotland in April 2025 in relation to the definition of 'sex' as a protected characteristic.

4. Apprentices and students on work placement are placed where the employer is fully aware of their duties in terms of equality and diversity and all students are given guidance prior to their employment or placement on equality and diversity and the support available from the college.
5. The college supports all users, with teaching, learning and assessment remaining a key focus. Lessons are observed regularly through Your Curriculum monitoring reviews, teaching triangles, and regular learning walks. Curriculum Managers and Vocational Leads, alongside the Quality Team, monitor aspects of good practice and, where improvement is required, identify and provide support and training where necessary. Equality, diversity and inclusion aspects are included in achievement gap reports presented to the EDI Committee by the Assistant Principal Teaching, Learning and Quality Improvement.
6. Materials are monitored and evaluated on a regular basis to ensure that they promote equality and diversity and do not disadvantage any groups of students or apprentices. There are clear and designated safeguarding procedures for all students and apprentices to report any concerns, including those related to radicalisation and extremism.
7. All information relating to equality and diversity is processed in accordance with the UK GDPR and Data Protection Act 2018, as set out in the college's Data Protection Policy (INF03).

Communication Flow

1. The Equality, Diversity and Inclusion Policy is approved by the Corporation Board. The Corporation has a nominated Lead Governor with special responsibility for equality and diversity matters.
2. The college has a nominated member of staff with strategic and operational lead responsibility for equality and diversity (Assistant Principal Student Experience and Wellbeing).
3. The Equality, Diversity and Inclusion Policy is communicated to all staff through induction, the staff intranet, and regular briefings and meetings focused on key topics.
4. Equality and diversity topics are included in learning for students and apprentices through the Personal Development Curriculum.
5. The Principal convenes Equality, Diversity and Inclusion Committee meetings three times per academic year.
6. Regular updates are provided via the staff intranet and other relevant platforms such as the virtual learning environment (VLE) and Microsoft Teams.
7. The college aims to seek the views of staff, students, and apprentices regarding equality, diversity and inclusion at the college.
8. College prospectuses and job adverts have a clear statement reflecting the importance the college places on equality, diversity and inclusion.

9. The college strives to ensure that literature for staff, students, and apprentices promotes equality, diversity and inclusion.
10. Employers are signposted to the college website to view the Equality, Diversity and Inclusion Policy when they formally agree to accept students for work-based learning or work placements. Note that any subcontractors should have their own policy, however the college will also provide subcontractors with the college's Equality, Diversity and Inclusion Policy for use as required.
11. The college will ensure that information about its programmes of study and services are made available to the widest possible audience. Publicity materials will be provided in a range of formats and will avoid prejudice and stereotyping.
12. The college offers a varied portfolio of programmes that enable the college to meet a wide range of student needs, goals, and aspirations.
13. The college will develop links and partnerships with external community organisations to support the development of equality and diversity in the local area.

Monitoring

1. The college will monitor the effectiveness of the Equality, Diversity and Inclusion Policy through the Equality, Diversity and Inclusion Committee.
2. The college will seek to ensure that college policies and procedures are assessed on a regular basis to ensure that they do not have a negative impact on any group.
3. The Equality, Diversity and Inclusion Committee reports to the Corporation. The Corporation also receives an annual Equality, Diversity and Inclusion report from the Assistant Principal Student Experience and Wellbeing.
4. The following information is reviewed to monitor the effectiveness of the policy across the college community:
 - Enrolment trends and statistics.
 - Staff data.
 - Student and apprentice surveys and general feedback.
 - Self-assessment reports.
 - Equality and Diversity Impact Measures (EDIM).
 - Equality impact assessments.
 - Learning Walk observations.
 - Examples of good practice.
 - Complaints and compliments, and any subsequent actions.

- Any other relevant data, such as demographic changes.
 - Attendance and punctuality.
 - Progression.
 - Disciplinary records.
 - Quality audits.
5. The policy will be reviewed every three years or as a result of legislative changes, with any amendments approved by the Corporation.
 6. The college will publish an Equality, Diversity and Inclusion Report annually that summarises the outcomes from the above actions and highlights progress.

Associated Information and Guidance

The Equality, Diversity and Inclusion Policy is informed by:

- Children and Families Act 2014
- Criminal Justice and Public Order Act 1994
- Data Protection Act 2018
- Department for Education and the Office for Health Improvement and Disparities Guidance: Promoting Children and Young People’s Mental Health and Wellbeing
- Disability Discrimination Act 2005
- Employment Equality (Age) Regulations 2006 Amendment Regulations 2008
- Employment Equality (Religion or Belief) (Amendment) Regulations 2004
- Employment Equality (Sexual Orientation) Regulations 2007
- Employment Rights Act 1996
- Equality Act 2010
- Gender Recognition Act 2004
- Human Rights Act 1998
- Prevent Duty Guidance for England and Wales
- Protection from Harassment Act 1997
- Providing Services for Transgender Customers Guidance
- Race Relations (Amendment) Act 2000
- Sex Discrimination Act 1975
- Special Education Needs and Disability Act 2001
- Work and Families Act 2006

Related Chesterfield College Group Policies and Documents

- Student Admissions and Recruitment Policy – CSE01
- HE Access and Participation Plan – CSE04
- Complaints and Compliments Policy and Procedures – CSE06
- Equality and Diversity Statement – GOV04
- Safeguarding Policy and Procedures – GOV05
- Tackling Extremism and Radicalisation Policy and Procedures – GOV06

- Anti-Bullying Policy – GOV07
- Whistleblowing Policy and Procedures – GOV10
- Special Educational Needs and Disabilities Policy – GOV11
- Fitness to Study Guidance – GOV13
- Information Security Policy – INF01
- Data Protection Policy and Procedures – INF03
- Grievance Policy and Procedures – PHR05
- Harassment and Bullying Policy and Procedures – PHR06
- Recruitment and Selection Policy – PHR13
- Redundancy Policy – PHR16
- Staff Code of Conduct – PHR19
- Staff Disciplinary Policy – PHR20
- Hybrid Working Policy – PHR24
- Flexible Working Policy – PHR25
- Student and Apprentice Disciplinary Policy and Procedures – TLA03
- Quality Assurance Policy – TLA05
- Exam Access Arrangements Policy – TLA16