



## EQUALITY AND DIVERSITY POLICY

### 1. Introduction

Colleges are committed to ensuring the establishment of a culture and environment in which learners, staff and visitors understand and embrace the principles and practices of equality and diversity.

Oxford Knight College seeks to ensure that all individuals are able to maximise their potential and do not face any unfair barriers and as such, the college will not tolerate any discriminatory behaviour with respect to any of the following protected characteristics of Equity Law.

- Age
- Race
- Gender reassignment
- Religion or belief
- Marital status
- Sex
- Sexual orientation
- Disability
- Pregnancy and Maternity

### 2. Aims

Oxford Knight College will continually develop strategies and procedures to tackle varying forms of discrimination, unfair treatment and barriers which may occur.

These will broadly fit into the following categories:

- Direct discrimination – where a person is not treated equally due to any of the categories listed above.
- Indirect discrimination – where a requirement, situation or condition, which is applied for all groups, has an adverse effect on one or more groups.
- Harassment – where someone is subjected to unwanted conduct, i.e. unwelcome sexual attention or racial harassment.
- Victimisation – where someone is treated less favourable due to action taken against others.
- Segregation – where someone is segregated due to his or her beliefs, attitudes or opinions.

### 3. Roles and responsibilities

It is the duty of all individuals and groups associated with the college to avoid discriminatory practices themselves to condone and discourage discriminatory practices from others.

Oxford Knight College will encourage those who wish to report instances of discrimination and provide a confidential process by which all discriminatory matters can be dealt with by means of the formal Grievance Procedures.



A designated Oxford Knight College's senior manager who will be responsible for Equality and Diversity monitoring and the point of contact for those who may wish to discuss any discriminatory practice informally in the first instance.

Oxford Knight College will communicate Equality and Diversity in a variety of forms to all staff, learners, potential applicants (staff and learners), contractors and collaborative partners. The college will take action against anyone who is in breach of the Equality and Diversity Policy.

#### **4. Learners**

Oxford Knight College will offer equity for access to all its courses and will encourage the recruitment of students from the widest possible audience both nationally and internationally. The college will also offer flexibility of access to the curriculum by enabling students to enrol for both units of programmes and full awards. This will be reinforced by:

- Marketing literature which is produced for all courses
- An admissions process which is sensitive and supportive to the needs of all students which includes
- An enrolment process, which provides for assessment of learning support for those students who may have special needs.

Regarding the curriculum, student progress and achievement will be monitored by the course review process to ensure that equality of opportunity has taken place.

All students will be made aware of the Equality and Diversity Policy via the induction process and its inclusion in the Student Handbook, which will be produced for each course.

All materials used for distance learning study and assessment will be subject to evaluation prior to issue to make sure that they do not contain anything which could be considered discriminatory or offensive to individual students or groups.

#### **5. Statistical Analysis**

Equal opportunities statistical information will be provided to focus primarily on equal opportunities statistics of those who register for the courses.

Documentation relevant to Equality and Diversity

- Admissions Procedures
- Induction Procedures
- Assessment Policy
- Grievance Procedure
- Complaints Procedure
- Assessment Policy