



The College of
Animal Welfare

Equality, Diversity and Inclusivity (EDI) Policy

November 2023

Introduction

The College celebrates and values diversity. We will ensure individuals and communities have equal access to relevant learning programmes and facilities. We treat all learners and employees with respect and seek to provide a positive learning environment free from discrimination, harassment or victimisation. We are committed to providing high quality education in a welcoming and supportive environment enabling everyone, regardless of age, religion or belief, sexual orientation, gender, learning difficulty or disability to study or work with us.

The adoption of the EDI Policy is central to the College's mission as a provider of education and training. The policy has been reviewed and updated to reflect the main provisions of the Equality Act 2010 and the Public Sector Equality Duty 2011.

The College respects the dignity and diversity of all our learners and employees, regardless of personal characteristics and differences. The College will give everyone fair and appropriate access and will employ positive action, and/or make reasonable adjustments, to develop and fulfil individual's potential. It values the contribution each person can make to the College. In summary, the College:

- Does not tolerate any form of discrimination, harassment or victimisation on any grounds.
- Provides appropriate, sensitive and accessible services to all.
- Works with stakeholders to eradicate prejudice, discrimination, harassment and negative stereotyping.
- Supports campaigns for local and national initiatives, which treat people fairly and protect groups from discrimination.
- Ensures that everybody who studies or works at, or with, the College is respected and valued.
- Makes reasonable adjustments for learners and employees with disabilities to ensure fair access to services and opportunities.
- Ensures that any subcontractors, including other employers, commit to the College's EDI Policy by advancing equality and challenging discrimination.
- Promotes and supports the use of a range of flexible working patterns to enable those working for the College to balance home and work responsibilities.
- Supports individuals in a phased return to work or study after extended periods of absence.
- Treats people fairly and develops employees and learners so that they are able to reach their full potential.
- Supports learners and employees in the adopting of choices, services and facilities to promote wellbeing.

Copies of the policy are publicly available on the college website; a printed copy may also be requested from the college. It is also available on the VLE for employees and students and in CAWPERS for employees. The EDI Policy will be reviewed annually, in the light of legislative developments, and the need for good practice, by the EDI Group, which will make recommendations for changes to the Senior Management Team.

General Policy

It is unlawful to discriminate directly or indirectly in recruitment, employment or the services it provides because of any of the nine protected characteristics in the Equality Act 2010. These are: age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, and sexual orientation.

- The College will not discriminate directly or indirectly, or harass learners, employees, clients or visitors.
- The College will not allow for the concept of associative discrimination, which is where an individual is directly discriminated against or harassed for association with another individual who has a protected characteristic.
- The College will not discriminate against or harass anyone based on a real or perceived protected characteristic.
- The College will take all reasonable steps to prevent harassment by a third-party e.g. a client, customer or learner. Any reported incident involving a third party will be investigated and dealt with, in accordance with the EDI policy.
- No employee will be disadvantaged, such as being denied a training opportunity or a promotion, because they have made, or supported a complaint or have raised a grievance under the Equality Act 2010, or because they are suspected of doing so, or being about to do so.
- The College is committed to the provision of equality of opportunity and diversity for all and continues to formulate and implement policies and practices to this end.

Responsibility

The College will ensure that all employee and learners are made aware of the EDI Policy. All employees and learners of the College are responsible for ensuring that their actions are carried out in terms of the policy. They may be held personally accountable should any complaint arise.

- Overall responsibility for the EDI Policy within the College lies with the Principal and Vice Principals. They must ensure the policy is implemented within their areas of responsibility. The HR Manager, along with the Vice Principals, are responsible for providing reports and relevant documents to ensure the College adheres to the statutory requirements relating to EDI.

- Heads of Schools and Managers, or their representatives, are responsible for taking any action or decisions relating to EDI with regard to employment matters. They are also responsible for coordinating the monitoring of the effectiveness of the policy and providing general guidance in relation to this policy.
- The EDI Group is responsible for the coordination across the College of policy development, implementation, monitoring and review of progress in relation to the EDI Action Plans formulated at each 2-monthly meeting.
- The HR Manager is responsible for implementing the College's employee EDI Policy.
- The development and monitoring of the Policy is supported by the College's Principal, Vice Principals and SMT who are responsible for developing and co-ordinating initiatives that will enhance diversity, equality and inclusion within the College.
- The Heads of Departments are responsible for ensuring that the College buildings are accessible to all employee, learners and visitors.
- Employees responsible for teaching and learning/learner support should ensure EDI is embedded throughout sessions.
- Academic employees are responsible for ensuring the curriculum, lesson plans and learning support materials embed and reflect sensitivity to EDI.
- All employees are responsible for ensuring inappropriate behaviour is challenged and reported.
- Learners are responsible for ensuring they are aware of the EDI Policy and understand its purpose and aims.
- Learners are responsible for accepting and promoting EDI.
- Learners must recognise that inappropriate behaviour will be challenged and reported whether in College, at work or in work placement.

Application

The EDI Policy relates to all aspects of employment and academic life, including advertisements, recruitment, pay, terms and conditions of service, training, secondment, redeployment, benefits, promotions, grievance and disciplinary procedures, curriculum, pedagogy and assessment, course validation and admissions practices. The College will consider implications when entering into contractual relationships with other organisations and collaborative programmes such as e.g. BSc, FdSc etc.

- Individuals not employed by the College but who are involved in the College's activities such as visitors, clients, external contractors etc. are expected to operate within the terms of the EDI Policy.
- The policy applies to the treatment of existing as well as potential employees and learners.

- Wherever possible the College will use the Association of Colleges (AoC) good practice guidelines to support application of the policy.

Implementation

Specific advice on the implementation of the EDI Policy is available from the Principal, Vice Principals or the HR Manager. Consultation with employees and learners is a necessary part of policy implementation. An EDI Impact Assessment will be carried out during the development of new policies and procedures.

- Employees and learners are informed of their responsibilities in relation to promotion and implementation of the EDI Policy during their Induction to the College and at various intervals during their employment or College study.
- Appropriate training is provided, as and when required, to assist with implementation of the policy.
- The College continues to conduct monitoring of all employees and learners. The College is committed to the statistical analysis and reporting of data in addition to ongoing monitoring. The College continues to monitor and act upon areas of concern and/or disparity with regard to EDI.
- The College adopts best practice in the light of both internal and external research and experience.

Complaints

Any complaint made with regard to inequality is considered in line with the College Complaints Procedures, whilst also taking into account the safeguarding of individuals. Employees or learners who feel that they have experienced discrimination from third party members will receive support from the College and the College will take appropriate action where, after investigation, discrimination is found.

Learners wishing to make a complaint should follow the Complaints Procedure, details of which are available on the VLE.

Employees wishing to make a complaint can find details in the staff handbook and on CAWPERS. They may also seek advice from the HR team.

Parents/carers of learners under the age of 18 years should, in the first instance, contact the learner's personal tutor or Head of School. If this is not appropriate they can formally complain. Formal complaints, along with concerns from other third parties, employers, and members of the community should contact us via email to complaints@caw.ac.uk

In order to deliver on this we have a range of EDI documents, which outline our commitment to these objectives:

- Bullying and Harassment Statement
- Disability and Neurodiversity Policy
- British Values

These documents and the EDI Policy will be reviewed at least every three years, in the light of legislative developments, and the need for good practice, by the Equality, Diversity and Inclusion Working Group, which will make recommendations for changes to the Senior Management Team.