



Equality and Diversity Policy

Responsibility for Policy:	Chair of Equality and Diversity Steering Committee
Approved by and date:	University Council 7 th July 2020
Frequency of Review:	36 months
Next Review date:	July 2023
Related Policies:	Detailed in Appendix 1
Minor Revisions:	
EIA:	Not Required

1. Background

Consistent with its Mission, Liverpool Hope strives to be a University where the individual and individuality matter. We hold students, staff and visitors in high regard and we seek to foster a working and learning environment that recognises and respects difference.

Hope is committed to developing a framework that ensures that equality and diversity are mainstreamed into the full range of its activities. This policy provides the framework for the implementation and co-ordination at a corporate strategic level of the University's approach to recognising and advancing equality and diversity. It is supported by and linked to a range of additional policies and procedures listed at Appendix One. This policy and other associated policies are implemented in accordance with the relevant current legislation and codes of practice.

2. Commitment

Hope is committed to the principles of equality and diversity as well as the prevention of discriminatory practices (even inadvertent). Within this context the University seeks to ensure that all who students, staff and visitors, including those who apply to work or study with us are treated fairly and not subjected to unlawful discrimination by the University. Specifically, that individuals:

- are treated with respect and dignity
- find it possible to participate fully in the life of the University
- are recognised for the varied contributions that contribute to Hope's mission have equal access to opportunities so as to maximise their personal, academic and professional development

Underpinning this approach is the principle that no individual covered by this policy will receive less favourable treatment on the grounds of their protected characteristics or other

characteristic be it sex, marriage or civil partnership, gender identity, pregnancy and maternity, racial group (including race, colour, nationality (and citizenship), ethnic or national origins), disability, sexual orientation, religion or belief (including philosophical belief and a lack of belief) age, socio-economic background, trade union membership, or any other irrelevant distinction.

2.1 Legal Framework

2.1.1 It is unlawful to discriminate directly or indirectly in recruitment or employment with employees or through the admissions and overall student experience because of age, disability, gender reassignment, pregnancy or maternity, race, religion or belief, sex, sexual orientation marriage or civil partnership. These are known as "protected characteristics". Appendix Two identifies types of unlawful discrimination. Liverpool Hope fully adheres to the requirements of the Equality Act (2010) which provides a legal framework through which to protect people from discrimination, harassment and victimization both in the workplace and in the wider community. Under the Equality Act the University is recognized as a Public Authority, and therefore the University is mindful of its Public Sector Equality Duty. The University Equality and Diversity Objectives are set to eliminate unlawful discrimination and promote equality as required in the Specific Duties defined as a Public Authority under the Equality Act.

2.1.2 The University has a Code of Practice on Freedom of Speech and Management of Events on Campus which ensures that staff, students and other users of the University premises assist the University in securing freedom of speech within the law under Section 43 of the Education (No. 2) Act 1986.

3. Scope of Policy

3.1 This policy applies to all students, staff and visitors to the University along with those contracted to work at or for the University. Staff include consultants, contractors, volunteers, casual workers and agency workers; those applying to work or study at the University are also included. It is important that the policy extends to the way in which staff and students treat each other.

3.2 This policy may be updated at any point and is non contractual.

4. Roles and Responsibilities

4.1 All staff and students have a responsibility to read and understand the policy and supporting policies and schemes. Staff and students are expected to challenge and report unacceptable behavior in a safe manner.

4.2 The University Council has ultimate responsibility for ensuring that Hope operates within this framework and delegates detailed consideration of policy development in this area to its Staffing Committee. Day to day responsibility for the operation of this policy lies with the Rectorate and Senior Management Teams; Rectorate and Staffing Committee take responsibility for monitoring success of the Policy through Staffing Committee and the Equality and Diversity Steering Committee.

4.3 All teaching staff are responsible for:

- promoting equality and diversity and proactively removing barriers through their teaching programs and through relations with students, staff and the wider community;

- ensuring that the curriculum covers the knowledge, skills and values which students need to tackle discrimination when they meet it and to help them to understand and value diversity and,
 - ensuring that materials used to deliver the curriculum are accessible to a diverse range of students adjusted to meet specific needs and that they are free from sexist, racist and other discriminatory assumptions, images and languages unless they are being studied as examples of such.
- 4.4 Staff with responsibility for research governance are responsible for ensuring that research undertaken by the university does not contravene this policy.
- 4.5 Managers are expected to treat all staff with dignity and respect and to challenge unacceptable behavior. Managers should be ready to raise awareness of this policy and advise staff on where further information can be found relevant to the policy and its implementation. They should also be able to deal with complaints fairly in a confidential manner.

5. Aims of the Policy

5.1 The University aims to promote equality by:

- ensuring that this policy is promoted and embedded throughout the whole University community and is therefore used to guide key practices, policies and processes;
- engaging all staff with Equality training;
- providing opportunities for staff and students to share both good practice and concerns in relation to Equality and Diversity;
- ensure that support services are open to all as far as possible;
- effective monitoring and reporting of data related to equality and diversity;

5.2 Implementation

The Equality and Diversity Policy is available to all staff, students and visitors to the University. If alternative formats of the Policy are required, please contact the Vice Chancellor's Office.

The Equality and Diversity Steering Committee may from time to time supplement the approved Equality and Diversity policy with guidelines that will be disseminated to relevant staff and students. **All members of the University community share responsibility for successful implementation of Equality and Diversity policy.**

The University is flexible in its approach to its staff in order to ensure that the policy is underpinned by a supportive approach to making reasonable adjustments both to staff working practices and to student assessment practices. The University will take seriously any incidents of non-adherence to the Equality and Diversity policy by staff, students and visitors. Any instances of non-adherence will be investigated and where appropriate will be considered under the appropriate disciplinary policy for staff or students. With regard to any breach of the policy by visitors, the University will take appropriate action in relation to the nature of the incident.

Students who have concerns about unlawful discrimination, harassment or bullying are advised to consult the Code of Student Discipline and contact a member of the Students' Union, Student Services, their Course Tutor, Personal Tutor, or Head of Subject/Department.

6. Sanctions

Employees can be held personally liable as well as, or instead of, the University for any act of unlawful discrimination. Employees who commit serious acts of harassment may be guilty of a criminal offence. Acts of discrimination, harassment, bullying or victimisation against employees or customers are disciplinary offences and will be dealt with under the University's disciplinary procedure. Discrimination, harassment, bullying or victimisation may constitute gross misconduct and could lead to dismissal without notice.

7. Internal Monitoring and Auditing

The University requires Equality and Diversity to be an important element of the annual review processes. The Equality and Diversity Steering Group meets once a term and commission's comparative and time series analyses of student and staff data in relation to equality and diversity; staff and student data is monitored annually by Equality and Diversity Steering Committee. Annual reports detailing progress towards the actions set out in the University's Equality and Diversity Objectives are also reviewed by the Committee. Staff and students are consulted about matters relating to equality and diversity and any corrective actions required to achieve the Equality Objectives. Reports from this committee are sent to Staffing Committee and ultimately to University Council.

8. Complaints

Any complaint involving staff will be taken seriously and dealt with in a timely and sensitive manner, in accordance with the appropriate grievance and disciplinary procedures. Complaints in relation to students can be raised via the students' complaints procedures and/or the code of student discipline. These policies can be found on the University website.

Appendix 1 – Related Policies and Procedures

STUDENTS

Code of Practice on Freedom of Speech and Management of Events on Campus

Policy Statement and Guidelines for Support for Disabled Students

Universal Assessment Regulations Concessions for Students with an Illness, Disability, Injury or other Adverse Personal Circumstances

Policy Statement and Guidelines for Student Mental Health Support

Policy on use of religious facilities

Transgender Policy

Code of Student Conduct

Safeguarding Policy

Equality and Diversity Policy

Equality and Diversity Policy - Inclusive Language

These policies and procedures can be accessed from our student web pages: [click here](#)

STAFF

Dignity at Work Policy

Disciplinary Procedure

Capability Policy

Equal Pay Policy Statement

Conflict Resolution and Grievance Procedure

Recruitment and Selection Policy

Sickness Absence and Monitoring Policy

Staff development Policy and Procedure

Stress Management Policy

This is not an exhaustive list of policies and procedures. All policies and procedures relating to staff can be found [here](#):

Appendix Two - Types of unlawful discrimination

Direct discrimination is where a person is treated less favourably than another because of a protected characteristic. An example of direct discrimination would be refusing to employ a woman because she is pregnant.

In limited circumstances, employers can directly discriminate against an individual for a reason related to any of the protected characteristics where there is an occupational requirement. The occupational requirement must be crucial to the post and a proportionate means of achieving a legitimate aim.

Indirect discrimination is where a provision, criterion or practice is applied that is discriminatory in relation to individuals who have a relevant protected characteristic (although it does not explicitly include pregnancy and maternity, which is covered by indirect sex discrimination) such that it would be to the detriment of people who share that protected characteristic compared with people who do not, and it cannot be shown to be a proportionate means of achieving a legitimate aim.

Harassment is where there is unwanted conduct, related to one of the protected characteristics (other than marriage and civil partnership, and pregnancy and maternity) that has the purpose or effect of violating a person's dignity; or creating an intimidating, hostile, degrading, humiliating or offensive environment. It does not matter whether or not this effect was intended by the person responsible for the conduct.

Associative discrimination is where an individual is directly discriminated against or harassed for association with another individual who has a protected characteristic (although it does not cover harassment because of marriage and civil partnership, and pregnancy and maternity).

Perceptive discrimination is where an individual is directly discriminated against or harassed based on a perception that he/she has a particular protected characteristic when he/she does not, in fact, have that protected characteristic (other than marriage and civil partnership, and pregnancy and maternity).

Third-party harassment occurs where an employee is harassed and the harassment is related to a protected characteristic (other than marriage and civil partnership, and pregnancy and maternity), by third parties such as clients or customers. For an employer to be liable:

- the harassment must have occurred on at least two previous occasions (although not necessarily by the same harasser or suffering the same type of harassment);
- it must be aware that the previous harassment has taken place; and
- it must have failed to take reasonable steps to prevent harassment from happening again.

Victimisation occurs where an employee is subjected to a detriment, such as being denied a training opportunity or a promotion because he/she made or supported a complaint or raised a grievance under the Equality Act 2010, or because he or she is suspected of doing so. However, an employee is not protected from victimisation if he or she acted maliciously or made or supported an untrue complaint. There is no longer a need for a complainant to compare his or her treatment with someone who has not made or supported a complaint under the Equality Act 2010. For example, if a blind employee raises a grievance that the employer is not complying with its duty to make reasonable adjustments, and is then systematically excluded from all meetings, such behaviour could amount to victimisation.

Failure to make reasonable adjustments is where a physical feature or a provision, criterion or practice puts a disabled person at a substantial disadvantage compared with someone who does not have that protected characteristic and the employer has failed to make reasonable adjustments to enable the disabled person to overcome the disadvantage.

