

BCC EQUAL OPPORTUNITIES AND DIVERSITY POLICY

Accredited by the

for the teaching
of English in the UK



Bournemouth City College

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SUMMARY

Bournemouth City College (BCC) recognises that it is essential to provide equal opportunities to all people without discrimination.

This document includes:

- 1) BCC Equal Opportunities Policy Statement**
- 2) Definition of Discrimination**
- 3) BCC Commitments**
- 4) BCC Management Responsibilities**
- 5) BCC and Third Parties**

All BCC staff are required to fully support this Equality and Diversity policy. All BCC staff must follow the procedures and steps set out in this document to ensure that consistency is followed at all times.

This policy is regularly reviewed and amended due to business needs and requirements.

Policy created by:	Policy created:	Reviewed:	Reviewed:	Reviewed:
Turcekova	July 2019	July 2020	July 2021	May 2022

BCC EQUAL OPPORTUNITIES POLICY STATEMENT

Bournemouth City College (BCC) is committed to a policy of equality of opportunity in all aspects of its operations and practices. We are committed to ensuring everyone using our services is treated fairly, with respect and dignity and in accordance with current UK equality and diversity legislation.

The Equal Opportunities and Diversity Policy is not only about ensuring that we meet our legal obligations. BCC is committed to the prevention of discrimination and actively promotes equality and diversity in access and entitlement to its qualifications and services regardless of gender, age, sexual orientation, gender reassignment, race, nationality, marital status, religion, belief or disability.

Our BCC should be a place where students and staff hold common values about respect for others and about respecting the differences between people. We are committed to fairness in our practices and in meeting the needs of our diverse student and staff bodies. We want to make BCC a place in which people are given the best possible opportunities to be successful in their lives, whatever their background. Everybody has a valuable contribution to make; our challenge is to unlock the talents and potential of all our staff and students. We celebrate diversity and tolerance so that different cultures can thrive, adding to the richness and experience of our community.

DEFINITION OF DISCRIMINATION

Discrimination in the context referred to in this policy may take many forms including but not limited to the following:

- Offensive or hostile treatment of an individual on the grounds of any of the above grounds.
- Verbal or physical abuse on the grounds of any of the above grounds.
- Displaying overtly offensive material, either written or visual
- Unacceptable behaviour which fails to take into account the needs or rights of others.
- Criticising and denigrating individual practices.
- Indirect discrimination; for example, holding examinations on a day on which candidates from a certain religion are unable to attend.

Discrimination can be **direct or indirect**. Both forms of discrimination must be avoided.

- **Direct discrimination** occurs when one person is treated less favourably than another on grounds relating to sex, race, marital status, age, disability, sexual orientation or religion.
- **Indirect discrimination** occurs where a requirement is imposed which can be complied with by a smaller proportion of persons of a particular sex, race, marital status, disability, age, part-time or fixed term contract status, sexual orientation or religion, than a person in another group and which is not objectively justifiable in the given situation.

BCC COMMITMENTS

BCC will meet its commitments in this policy by ensuring its teaching and learning programmes and support services for learners:

- Are available to everyone who can achieve the required standard.
- Are free from barriers which restrict access and progression.
- Are free from direct or indirect discrimination with regards to gender, age, sexual orientation, gender reassignment, race, nationality, marital status, religion, belief or disability.
- Accommodate, where reasonable to do so, the particular requirements of an individual learner, including those who may require special consideration to undertake assessment.
- Are supported by documents and promotional materials that are easily understood and do not reflect stereotype or bias and reflect the diversity of our learners.
- Are quality assured using processes that are fair and transparent.

BCC MANAGEMENT RESPONSIBILITIES

- To seek and to create an open, trusting environment, in which there is an absence of prejudice, discrimination and harassment. BCC will promote cross-cultural contact between different communities at all levels, foster understanding and respect, seek to break down barriers.
- To promote a positive climate of respect and co-operation, with open and tolerant discussion of important issues, expecting its members to respect one another as fellow human beings and

treat one another with dignity; prejudice will be challenged where it becomes apparent in behaviour.

- To treat any type of harassment as a form of discrimination and BCC will seek to eliminate it.
- To seek diversity of knowledge, background and experience in recruiting staff and students, and value flexibility in working patterns.
- To encourage initiative, creativity and innovation, helping staff and students to be open to new ideas, to learn, to share good practice, and to succeed.

To ensure this policy is understood and supported BCC will:

- Issue a copy to all staff and learners and ensure a copy is made available on the public website.
- Organise training and briefings for staff on a regular basis and as and when required.
- Include the principles of the policy in all other policy development and practice including all supporting guidance and services for learners.
- Review and monitor the effectiveness of this policy and improve it where required.
- Ensure policies and procedures are reviewed regularly to ensure that they are objective and fair, and all buildings and facilities will be inspected regularly to ensure that they are supportive of students and staff with disabilities.
- Make sure that this policy applies to all functions associated with recruitment and admission of students and teachers, teaching and learning, assessments, research, course development, pastoral care, reach-out, employment, provision of facilities/ services, procurement, funding, provision of advice and working in partnership.
- Consider discrimination as unacceptable conduct which may lead to disciplinary action under BCC's Disciplinary Policy and Procedures.
- Ensure any complaints of discrimination will be pursued through BCC's Grievance Policy and procedures.

BCC will not:

- Discriminate on the basis of sex, race, marital status, disability, age, part-time workplace or fixed term contract, sexual orientation or religion in the allocation of duties between employees employed at any level with comparable job description.
- Discriminate against any employees who become disabled during employment and put any measures or adjustments within the workplace for those employees.
- Discriminate against any employee in their career development and promotion prospects which promote equal opportunities for all.

BCC AND THIRD PARTIES

Third-party harassment occurs where a BCC employee is harassed, and the harassment is related to a protected characteristic, by third parties such as clients or customers. BCC will not tolerate such actions against its staff, and the employee concerned should inform the Managing Director at once that this has occurred. The Company will fully investigate and take all reasonable steps to ensure such harassment does not happen again.

BCC and NCC Education

BCC is made fully aware of the need for this policy and it forms part of their written contract with NCC Education. It is also referred to in the application and documents which need to be completed to become a Centre.

BCC will endeavour to respond promptly and efficiently in the event of a member of staff or learner reporting an incidence of inequality or discrimination. All questions or suspected breaches of this policy should be referred to the Managing Director in the following ways:

By email: **bourne-mouthcitycollege@gmail.com**

By post: Bournemouth City College

Victoria Chambers, 27 Fir Vale Road, Bournemouth, BH1 2JN, UK

By phone: 0044-7935028955

By fax: N/A