



## **Name of Policy: Equality**

**RESPONSIBLE COMMITTEE:** Equality Committee

**RESPONSIBLE OFFICER:** Fellow for Equality

**LINKED DOCUMENTS: College:** Professional Staff, Academic Staff and Student Handbooks; Room Booking Policy; Safeguarding Policy.

**LINKED DOCUMENTS: Other:** n/a

**Annual Review date:** First meeting of Hilary Term

### **PURPOSE OF POLICY**

1. This document sets out the College's policy and procedures in respect of the promotion of equality and avoiding discrimination.
2. This document is intended to act and should be read in conjunction with the College's Public Sector Equality Duty Policy.

### **POLICY**

#### **The General Commitment**

3. St John's is committed to promoting equality of opportunity and avoiding discrimination.

#### **Background**

4. The Equality Act 2010 has placed a general duty on public authorities, including St John's College, to promote equality and in particular to:
  - eliminate unlawful discrimination
  - promote equality of opportunity; and
  - promote good relations between people of different protected groups relating to age, disability, race, religion or belief (or lack of belief), sex and sexual orientation, gender reassignment, pregnancy and maternity.
5. The Act has placed further specific duties on Higher Education Institutions to publish an Equality Policy and an action plan for its implementation, and to put in place appropriate monitoring and audit to allow for effective assessment of the impact of the policy and constructive development of new policies and the enhancement of existing policies.
6. This policy has been developed with regard to the guidance and code of practice issued by the Equality and Human Rights Commission.



## **Specific Commitments**

7. To support these aims St John's College will ensure that in the conduct of all its activities, steps are taken to avoid the occurrence of discrimination, whether direct or indirect, and to promote good relations between different protected groups.
8. Any discriminatory behaviour, including harassment or bullying by individuals or groups, will be regarded extremely seriously and could be regarded as grounds for disciplinary action, which may include expulsion or dismissal. See: <https://www.sjc.ox.ac.uk/policies>

## **Consultation**

9. At all stages in the implementation and review of this policy, consultation will be a key feature. This will include all staff and junior members and in particular those from different affected groups, and other interested and relevant groups within the College.

## **Community partnership**

10. St John's College will incorporate into the development and implementation of outreach activities an awareness of the need to promote equality and good relations between different protected groups.

## **Guidance, support and training**

11. Appropriate guidance, support and training will be provided to members of staff to ensure that St John's commitment to equality is fully achieved. The purpose of training is to inform individuals and to ensure that principles underlying the Equality Policy underlie decision-making processes throughout St John's.

## **Monitoring and auditing**

12. St John's has put in place arrangements to monitor, by reference to different groups, the selection and recruitment of members of staff and the admission of students. The results of this monitoring process are collated by HR and the Fellow for Equality and reported to the Governing Body.
13. In addition to the monitoring and assessment arrangements already in place, St John's will put in place procedures to ensure that such additional monitoring is undertaken as is necessary to ensure that the College is able to identify possible improvements in its practices, whether in relation to teaching, learning and assessment; management and governance; admissions, access and participation; junior members' support and guidance; behaviour and discipline; partnership and community links; staff recruitment, training and career development; and service delivery.



14. The College's Equality data will be reviewed as required and the policy and practice modified and developed as necessary.

### **Responsibilities**

15. The Governing Body is responsible for securing compliance with the general and specific duties and for overseeing implementation of the policy.
16. The President is responsible for providing leadership in the promotion and implementation of the policy.
17. All Committees in St John's are responsible for ensuring that this policy is embedded in their duties and functions in relation to both junior members and staff.
18. All those with managerial responsibilities have a duty to take forward specific actions under this policy in addition to the general duties under the Act.
19. All Fellows, staff and students are responsible for upholding this policy and should act in accordance with the policy guidance in the course of their day-to-day work or study, ensuring an environment in which other Fellows, staff, students, and visitors are treated with respect and without discrimination at all times. No type of discriminatory or offensive behaviour will be tolerated and is treated as a serious offence for which there are sanctions under the College's disciplinary procedures.

### **Review**

20. The Equality Policy will be reviewed periodically to assess its effectiveness.

### **Publication**

21. St John's College will publish the Equality Policy and will update this policy in the light of any reviews. This will include provision of information on consultation undertaken as part of the assessment and monitoring process.



## POLICY HISTORY

| <b><i>Date of GB approval</i></b> | <b><i>Brief summary of changes</i></b>   | <b><i>Confirmation that linked documents have updated if necessary</i></b> | <b><i>College policy register updated</i></b> |
|-----------------------------------|--|--|---|
| Feb 2015                          | Na   | Na   | na  |
| June 2016                         | Stylistic changes only to conform to all <i>Prevent</i> duty policies  | Confirmed  | Yes (Sandra Campbell)                         |
| March 2017                        | Point 12 – Tutor for Admissions and Tutor for graduates replaced with Academic Dean. Title of Equality Officer changed to Fellow for Equality Policy reviewed by Committee | Confirmed  | Yes (Sandra Campbell)                         |
| March 2018                        | Update of web links Policy reviewed by Committee and subsequently approved by GB   | Confirmed  | Yes (Sandra Campbell)                         |
| Jan 2019                          | Policy reviewed by Committee and subsequently approved by GB   | Confirmed  | Yes (Sandra Campbell)                         |
| Feb 2020                          | Reference to Academic Dean Para. 12 removed. Policy reviewed by Committee and subsequently approved by GB  | Confirmed  | Yes (Kate Doornik)                            |
| Jan 2021                          | Policy reviewed by Committee and subsequently approved by GB   | Confirmed  | Yes (Sandra Campbell)                         |
| Jan 2022                          | Linked documents updated Policy reviewed by Committee and subsequently approved by GB  | Confirmed  | Yes (Iris Burke)                              |
| Jan 2023                          | Changed non-academic to professional staff. Policy reviewed by Committee and   | Confirmed  | Yes (Iris Burke)                              |



|          |                                   |           |                  |
|----------|-----------------------------------|-----------|------------------|
|          | subsequently approved<br>by GB    |           |                  |
| Jan 2024 | Policy reviewed, no<br>amendments | Confirmed | Yes (Iris Burke) |