

Equality & Diversity Policy

This equality and diversity policy applies to everyone in College, and any external stakeholders, work placement providers, contractors or others with whom we engage.

Background

Xaverian College Manchester was founded by the Xaverian Congregation. The College is now under the trusteeship of the Diocese of Salford; however the Governing Body and the Trustees continue to base the College's mission on the ideals of the Xaverian Congregation and their Mission Statement from which the College Aims are derived.

As an expression of gospel values and teaching, the Mission commits the College to embrace the agendas of equality and diversity, as well as safeguarding, social inclusion and widening participation. The College Aims, which are reviewed annually by the Board of Governors, describe how the College intends to implement its Mission and respond to serving the population of Manchester and Greater Manchester.

Our Mission Statement

Jesus Christ taught that God is at the centre of our lives and that the love of truth and concern for the needs of others must be fundamental to our way of living.

Inspired by Jesus Christ and by the missionary zeal of their founder, Theodore James Ryken, the Xaverian Brothers are dedicated to the creation of schools and colleges as communities in which these truths are the guiding principles and in which the spiritual, moral and intellectual talents of their students are nurtured.

A Xaverian College must provide opportunities for growth in the knowledge and practice of the Roman Catholic religion through prayer, worship, study and service to others in and beyond the College community.

The obligation to help students to develop all their talents calls for a commitment on our part to good teaching, dedicated pastoral care and a readiness to relate to students both inside and outside the classroom. Through this commitment, the students will experience and respond to the good will and concern of their teachers.

The cause of justice is an essential theme in the message of Christianity. In a Xaverian College, staff and students will be conscious of the demands of social justice in local, national and international issues and will seek to discover ways in which they can most appropriately respond as individuals and as a community.

Our students are living in a secular society where persuasive forces influence them away from a spiritual view of life. In the same spirit of faith and hope which inspired our founder, we wish to commend to our students a way of life which is rooted in the love of God and our neighbour.

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Aims and Purpose of the Policy

1. To ensure that the College complies with all relevant legal duties as set out in the **Equality Act 2010**. The Equality Act 2010 drew together, simplified and replaced 116 different acts of parliament, regulations, codes of practice and guidance relating to equality issues.
2. The College seeks to ensure equality of opportunity to ensure that everyone is given equal access to opportunities which allow them to contribute and participate fully and fairly in all aspects of College life.
3. The College will actively promote diversity since this is about all of us, what we have in common as well as celebrating what makes us unique and different.
4. The College will take positive steps to prevent any form of discrimination, either direct or indirect, against those with protected characteristics in all aspects of life at the College.
5. The College will ensure protection from discrimination, so that any individual or particular group of people are not treated less favourably than others because of a protected characteristic they have or are thought to have, or because they associate with someone who has a protected characteristic. The law identifies nine protected characteristics. The protected characteristics are:
 - Age – people of a particular age or in a particular age range
 - Sex – men and women
 - Disability – people with a physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out normal day to day activities
 - Gender reassignment – people undergoing the process of transitioning from one gender to another
 - Marriage and civil partnership – couples who are registered as married or in a civil partnership (same sex)
 - Pregnancy & maternity – women who are expecting a baby or on maternity leave.
 - Race – people of any race, colour, nationality, ethnic or national origins.
 - Religion or belief – people of any religion or religious or philosophical belief that affects their life choices or the way they live, or lack of belief.
 - Sexual orientation – people whose sexual attraction is towards their own sex, the opposite sex or to both sexes.
6. The College will ensure protection from discrimination for:
 - **Prospective students** (in relation to admissions arrangements).
 - **Students at the College** (including those absent or temporarily excluded).

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- **Former students** (in respect of conduct which arises out of and is closely associated with the former relationship between the student and the College).
7. The college will meet all relevant legal duties under the **Public Sector Equality Duty 2011**.
 8. The College will provide protection from less favourable treatment in seven main areas:
 - **Direct discrimination** – treating someone less favourably because of a protected characteristic.
 - **Discrimination based on association** – direct discrimination or harassment of someone because they are associated with a person with a protected characteristic.
 - **Discrimination based on perception** – direct discrimination or harassment of someone because the other person thinks they possess a protected characteristic.
 - **Indirect discrimination** – when a condition, rule, policy or practice applies to everyone but particularly disadvantages people who share a protected characteristic.
 - **Discrimination arising from disability** – someone with a disability is treated unfavourably because of something arising as a consequence of their disability. The duty to make reasonable adjustments requires the College to take positive steps to ensure that disabled staff can fully participate in work and enjoy the other benefits, facilities and services which the College provide for staff.
 - **Harassment** – unwanted conduct related to a protected characteristic which has the purpose or effect of violating an individual’s dignity or creating an intimidating, hostile, degrading, humiliating, or offensive environment for that individual.
 - **Victimisation** – unfavourable treatment because someone has alleged, given evidence or information in the context of, or brought proceedings under the Equality Act.
 9. The College will promote equality of opportunity between people who share a protected characteristic and those who do not. The College will remove or minimise disadvantages associated with people who share that protected characteristic. For example, by making workplace adjustments for colleagues with health issues or disabilities.
 10. The College will promote good relations between people who share protected characteristics and those who do not. The College will tackle prejudice and promote understanding.
 11. The College will comply with specific equality duties. For example:
 - publish sufficient information to demonstrate compliance with the general equality duty across the College.
 - prepare and publish specific and measurable equalities objectives every four years to demonstrate how the College will meet one or more of the

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general equality duty aims. The information we share will show due regard to the three main aims of the Public Sector Equality Duty.

- thereafter publish information demonstrating compliance at least annually
12. Where appropriate, the College will take positive action to tackle a particular disadvantage, different needs or disproportionately low participation of a particular student group, provided certain conditions are met. The College may take proportionate action to remedy the disadvantage faced by particular groups of students. Such action could include targeted provision or resources or putting in place additional or bespoke provision to benefit a particular disadvantaged student group.
13. This policy should be read in conjunction with the following College policies:
- Anti-Bullying Policy
 - Complaints Procedure
 - Disciplinary Procedure
 - Recruitment & Selection Policy
 - Staff Personal and Professional Code of Conduct
 - Social Media Code of Practice
 - Students with Barriers to Learning Policy
 - Teaching & Learning Policy
14. The Equality and Diversity Policy must be prominently and regularly communicated.

Accountability

College Governors are responsible for ensuring that the College meets its statutory responsibilities. College Governors are responsible for understanding what the College is expected to do and are checking that it is carried out.

The Principal is responsible for ensuring that equality and diversity is continuously promoted and comprehensively implemented in all aspects of the College's operation.

The Human Resources Department is responsible for the monitoring and implementation of all aspects of this policy relating to the employment of staff. This includes the monitoring of fair selection processes and their impact on the staff profile of the College at all levels.

The Equality & Diversity Manager is responsible for co-ordinating, monitoring and reviewing the Equality and Diversity Policy and Plan and reviewing its effectiveness.

All Managers of the College are responsible for putting this policy and its related procedures and processes into practice. Managers are responsible for ensuring that

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all staff know their rights and responsibilities and receive support and training in carrying these out. All managers are responsible for improving the Equality and Diversity performance of the College and relevant area.

All teachers are responsible for embedding equality and diversity content within teaching and learning activities as appropriate. Classroom management should promote respectful, harmonious relationships. Teachers should challenge any unacceptable incident/statement made in class in an appropriate way, and if necessary refer the matter through the disciplinary process to the Pastoral Manager, and if appropriate to a Senior Manager.

All College Staff have a responsibility to be familiar with and comply with the Equality and Diversity Policy and should promote equality and diversity in all aspects of their work. All College Staff are responsible for maintaining acceptable standards of behaviour outside the classroom. For example, in corridors, communal areas, or other areas of the College. All staff must challenge breaches of the Policy in accordance with College guidelines. All staff should keep up to date with best practice in equality and diversity and when appropriate, take up training and development opportunities.

All Students have a responsibility to comply with the Student Code of Conduct which promotes equality and diversity throughout the College. Students are expected to treat each member of the college community with respect. Students are expected to contribute to a respectful, harmonious learning environment. Any breach of the Student Code of Conduct will/can be dealt with in accordance with the disciplinary/complaints procedure.

In the event that staff or students are alleged to be in breach of the College Equality and Diversity Policy an investigation will be carried out in accordance with agreed procedures, including where appropriate disciplinary procedures.

Xaverian Equality Objectives

1. Xaverian will give due regard to equality, diversity and inclusion in all aspects of College business.
2. Xaverian will promote equal opportunities for all staff and students, tackling bullying and discrimination wherever it occurs.

Xaverian Equality Plan

1. Regular reporting to Governors on equality and diversity.
2. Annual staff training on equality and diversity.
3. Annual audit on equality and diversity in curriculum self assessment reports.
4. Annual analysis of achievement rates by ethnicity, gender, disadvantaged, learning difficulty and disability.
5. Annual analysis of student questionnaires.
6. Annual analysis of staff profile by ethnicity, gender, disability to include:

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- a. % of teaching staff on management range by gender/ethnicity/disability/age/religion
 - b. % of support staff by grading by gender/ethnicity/disability/age/religion
 - c. % of staff by employment type (permanent/temporary by gender/ethnicity/disability/age/religion
7. Annual analysis of pay information for male and female employees and comparison of hourly rates to identify any gender pay gap for the College and take action as appropriate.
 8. Annual Disability Audit
 9. Publication of an equality and diversity calendar to promote a wide range of events and initiatives through the year.

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