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## Aim

Corpus Christi College aims to foster an inclusive environment which promotes equality and values diversity. It welcomes diversity amongst its students, staff and visitors, recognising the particular contributions to the achievement of the College's mission that can be made by individuals from a wide range of backgrounds and experiences. We will work to remove any barriers which might deter people of the highest potential and ability from applying to the College, either as staff or students.

In exercising its policies, practices, procedures and other functions the College will have due regard to its duties under The Equality Act 2010 and to the protected characteristics<sup>i</sup> within it.

No prospective or actual student or member of staff (including fellows, academic, academic-related and non-academic staff) will be treated less favourably than any other, whether before, during or after their study or employment at the College (subject to any legal constraints) in relation to the protected characteristics laid out in the Equality Act 2010.

## Policy

### **The College's commitment**

The College is committed to promoting equality of opportunity to all members of its community.

It will encourage applications for study and employment from the widest pool of potential candidates.

In relation to students the College is committed to ensuring that all of its activities are governed by principles of equality of opportunity, and that all students are helped to achieve their full academic potential. Decision on the admission of students will be based solely on the individual merits of each candidate and the application of selection criteria appropriate to the course of study.

This policy applies, but is not limited to, admissions, to teaching, learning and research provision, to scholarships, grants and other awards and benefits under the College's control, to welfare and support services, to accommodation and other facilities, to health and safety, to personal conduct, and to student complaints and disciplinary procedures; In relation to staff (including fellows, academic, academic-related and non-academic staff), the College will ensure that entry into employment and the progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job is the primary consideration.

This policy applies, but is not limited to, recruitment and selection, training and development, promotion, pay and benefits (and conditions of service), facilities, health and safety, grievance and disciplinary procedures and termination of employment.

The College will pay 'due regard' to the need to eliminate unlawful discrimination, victimisation and harassment, advance equality of opportunity and foster good relations as set out in the Public Sector Equality Duty.

In order to realise its commitment and to fulfil the public sector equality duty, the College will

- Promote the aims of this policy;
- Promote equality and foster good relations between people who share a relevant protected characteristic and people who do not share it;
- Be proactive in eliminating discrimination, including harassment, victimisation and bullying, through training and the production and dissemination of its policies, codes of practice and guidance;
- Have due regard to its obligations under relevant legislation, including the requirement to meet the Public Sector Equality Duties, ensure that its policies, codes of practice and guidance mirror the same, and reflect the provisions of new legislation;

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- Whilst acknowledging that they are not legally binding, have regard to any Codes of Practice issued or adopted by the Equality and Human Rights Commission;
  - Make this policy as well as all codes of practice and guidance, available to all staff and students; and
  - Regularly review the terms of this policy and all associated codes of practice and guidance.

### **Responsibilities**

The Governing Body is responsible for securing compliance with the general and specific duties and for overseeing implementation of the policy. It is the responsibility of the Governing Body and the major College Committees that report to it to provide mechanisms through which the College's strategic objectives for equality and diversity can be delivered.

The President is responsible for providing leadership in the promotion and implementation of the policy.

The Equality Committee is a committee of the Governing Body of Corpus Christi College. It is responsible for the development, implementation, monitoring, prioritisation and review of policies, procedures and practice to support the College's Equality Policy in relation to staff, students, visitors and others closely associated with the College. It will meet each term or as required, and report to the Governing Body as to the effectiveness of the College's equal opportunities policies and procedures.

College Officers and Heads of Department are responsible for the day-to-day implementation of the policy and delivery of the College's strategic objectives for equality and diversity.

### **Scope**

This policy applies to all members of the College community, including students and staff (including fellows, academic, academic-related and non-academic staff) whether permanent, temporary, casual, part-time or on fixed-term contracts, to job applicants, to student applicants, current and former students, to associate members and to visitors to the College.

All members of the College community are expected to act in accordance with this policy and to treat colleagues with respect at all times.

The College expects all members of the community to familiarise themselves with this policy and to behave in accordance with its principles by respecting equality of opportunity for all staff, students, applicants and visitors.

### **Complaints**

The College is committed to protecting its members from any form of harassment or discriminatory behaviour and regards any breach of this policy by any employee(s) or student(s) as a serious matter to be dealt with through its agreed procedures which are set out below:

Applicants: for feedback on admissions decisions see: (<https://www.ox.ac.uk/admissions/undergraduate/applying-to-oxford/decisions/complaints-and-appeals?wssl=1>) or write to the Tutor for Admissions ([admissions@ccc.ox.ac.uk](mailto:admissions@ccc.ox.ac.uk))

Students: for those who consider they have experienced or perceived improper discrimination or anything adverse to equality of opportunity should state their complaint or concern as appropriate to the Dean, Senior Tutor, Domestic Bursar or other College Officer.

Allegations of harassment and bullying are covered by the College Policy and Procedure on Harassment which can be found on [Weblearn](#).

Applicants for employment: should refer any concerns in writing to the Domestic Bursar in the first instance.

Members of staff: Allegations of harassment and bullying are covered by the College Policy and Procedure on Harassment and Bullying and as set out in the Employee Handbook.

### **Review**

The College reviews all of its policies on an annual basis.

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**Approval**

Approved by the President

Date: 26/3/18

Endorsed by the Equality & Diversity Fellow

Date: 26/3/18

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<sup>i</sup> The characteristics protected by the Equality Act 2010 are: age, disability, gender reassignment, marital or civil partnership status (in employment), pregnancy and maternity, race, religion or belief (including lack of belief), sex and sexual orientation.