

EQUALITY, DIVERSITY AND INCLUSION POLICY

POLICY DETAILS	
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Approving Authority	Results Consortium Executive Team
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Author	Quality Manager
Owner (if different from above)	Principal
Version Changes	1. Added clause 6.10 (Worker Protection Act 2023 preventative duty). 2. Added equality monitoring and data sections. 3. Added inclusive curriculum, reasonable adjustments and anticipatory duty sections. 4. Added religious observance, harassment reporting routes, training and recruitment sections. 5. Added accessibility, monitoring and review and data protection sections. 6. Added definitions, governance roles and timescales for equality concerns.
Related Policies / Procedures	Student Complaints Policy Academic Appeals Policy Bullying and Harassment Policy Student Code of Conduct and Disciplinary Procedures Assessment Policy Staff Grievance Policy Reasonable Adjustment and Fair Access to Assessment Policy Sexual Harassment and Misconduct Policy Safeguarding Policy Records Retention and Disposal Policy
Effective Date	September 2026

1. Purpose

This policy sets out the College's commitment to equality, diversity and inclusion in line with the Equality Act 2010. It provides the framework for fair treatment, the prevention of unlawful discrimination and the promotion of dignity and respect for students, staff, applicants and stakeholders.

2. Scope

This policy applies to all staff, students, applicants, governors, contractors, associates and visitors of the College. It covers employment, recruitment, teaching, learning, assessment, student services and external engagement. The principles extend to all College sites, online provision and any activities undertaken in the College's name.

3. Definitions

- 3.1 Equality: Fair treatment without disadvantage based on protected characteristics.
- 3.2 Diversity: Recognition and value of individual differences within the College community.
- 3.3 Inclusion: An environment where all individuals can participate fully and with respect.
- 3.4 Protected characteristics: As set out in the Equality Act 2010 (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation).
- 3.5 Discrimination: Unlawful or unfair treatment linked to a protected characteristic.
- 3.6 Harassment: Unwanted conduct related to a protected characteristic that violates dignity or creates a hostile environment.
- 3.7 Victimisation: Unfavourable treatment of a person because they raised or supported a complaint.
- 3.8 Reasonable adjustment: A change to a provision, criterion or practice, a change to a physical feature, or the provision of an auxiliary aid, which removes or reduces a disadvantage experienced by a disabled person.

4. Roles and Responsibilities

Role	Responsibilities
Human Resources	Embed equality in recruitment and staff management; advise staff and applicants; investigate complaints.
Programme Leads and Line Managers	Apply the policy in their teams; address and escalate concerns; support staff and students.
Student Welfare and Support Team	Support students and assist with complaints.
All Staff	Follow the policy, complete training, and report discrimination or harassment.
Students	Treat others with respect and report concerns.
Principal	Hold overall responsibility for equality, diversity and inclusion across the College.
Quality Manager	Coordinate equality data collection and analysis.

5. General Statement

- 5.1 Results Consortium Limited (the College) is committed to encouraging equality, diversity and inclusion and to eliminating unlawful discrimination. The College treats all individuals with dignity and respect and expects the same standard from all who work with or for it.

- 5.2 The College will ensure equality of opportunity irrespective of protected characteristics as defined by the Equality Act 2010. This commitment is enacted through fair and consistently applied policies and procedures covering:
- Access, recruitment and admissions
 - Assessments, retention and progression
 - Student services
 - Teaching, learning and quality assurance
 - Community links and partnerships
- 5.3 Students, prospective students, staff and other stakeholders will be treated with equity, irrespective of:
- Race
 - Colour
 - Nationality
 - Ethnic origin
 - Sex
 - Gender reassignment
 - Sexual orientation
 - Marital (including civil partnerships) or parental status
 - Pregnancy and maternity
 - Age
 - Disability
 - Religion and belief (or non-belief)
 - Socio-economic status or social class
- 5.4 This policy is intended to oppose and prevent all forms of unlawful discrimination.

5.5 This applies to decisions about:

- pay and benefits
- terms and conditions of employment
- dealing with grievances and discipline
- dismissal
- redundancy
- leave for parents
- requests for flexible working
- selection for employment, promotion, training or other developmental opportunities

6. Our Commitment

The College commits to:

- 6.1 Encouraging equality, diversity and inclusion in the workplace as good practice and as a means of strengthening organisational effectiveness.
- 6.2 Creating a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all and recognising the value of individual differences and contributions.
- 6.3 Training managers and staff on their rights and responsibilities under this policy.
All staff must conduct themselves in ways that support equal opportunities and prevent bullying, harassment, victimisation and unlawful discrimination.
- 6.4 Holding staff accountable for acts of bullying, harassment, victimisation or unlawful discrimination in the course of their employment whether towards students, staff, contractors and visitors.
- 6.5 Taking all complaints of bullying, harassment, victimisation or unlawful

discrimination seriously, investigating them promptly and addressing substantiated cases through the College's grievance and disciplinary procedures. Serious misconduct may lead to dismissal without notice.

- 6.6 Providing equal access to training, development and progression opportunities, and supporting staff to achieve their potential so their talents and resources can be fully utilised.
- 6.7 Making decisions concerning staff based on merit, except where lawful exemptions or exceptions under the Equality Act apply.
- 6.8 Reviewing and updating employment practices and procedures when necessary to ensure fairness and compliance with changes in legislation.
- 6.9 Monitoring the workforce profile (including age, sex, ethnic background, sexual orientation, religion or belief, and disability) to assess how effectively the policy and related action plans are working in practice. The College will review this information annually and take action to address any issues.
- 6.10 Taking reasonable steps to prevent sexual harassment of its workers, in line with the preventative duty under the Worker Protection (Amendment of Equality Act 2010) Act 2023, in force since 26 October 2024.

7. Complaints

- 7.1 Students who believe that they have experienced discrimination can raise the matter through the Student Complaints Policy. All complaints will be investigated and treated in confidence. The College will ensure that students will not be victimised or treated unfavourably for complaining about discrimination. Advice and support are available from the Student Welfare and Support Team.
- 7.2 Staff who consider that they have been treated in a way that breaches this policy must raise the matter with their line manager or the Principal in the first instance. If the issue cannot be resolved informally, the College's Grievance Policy must be followed. All complaints will be investigated and treated in confidence. Advice and support are available from Human Resources.
- 7.3 Job applicants who wish to complain about an equality issue in recruitment or selection must submit their complaint in writing to Human Resources, who will arrange for the matter to be investigated.
- 7.4 A concern can also be raised informally in the first instance with a Programme Lead, a line manager, the Student Welfare and Support Team or Human Resources. Informal resolution is often the quickest route, and the person raising the concern can move to the formal route at any point.
- 7.5 The College will acknowledge a formal equality complaint within five working days, tell the person who is dealing with it, and aim to give a full response within 20 working days of the acknowledgement. Where the College cannot meet a published timescale, it will tell the person who raised the concern, explain why and give a revised date.
- 7.6 The outcome will be given in writing, with reasons, together with any action the College will take and information about how to take the matter further under the Student Complaints Policy.
- 7.7 Nobody will be disadvantaged for raising a concern under this policy in good faith, for supporting someone else's concern, or for taking part in an investigation. Victimisation is a disciplinary matter.

8. Equality Monitoring and Data

- 8.1 The College collects and analyses equality data by protected characteristic, so far as individuals choose to provide it, covering:
 - applications, offers and enrolment
 - continuation, withdrawal and progression
 - attainment and achievement, including grade profiles

- the use and outcomes of complaints, appeals and disciplinary cases
- staff recruitment, promotion, access to training and leavers

- 8.2 Providing equality information is voluntary. It is used for monitoring and reporting only, is held securely, and does not affect any decision about an individual's application, studies or employment.
- 8.3 Where the analysis shows a gap between groups sharing different protected characteristics, such as an awarding gap or a difference in continuation rates, the College will investigate the reasons, agree actions with the relevant Programme Lead, and monitor whether the gap narrows.

9. Inclusive Curriculum, Teaching and Assessment

- 9.1 Teaching is planned to be inclusive. Materials are provided in advance where possible and in accessible formats, and a range of teaching, learning and participation methods is used.
- 9.2 Assessment is designed so that it tests the intended learning outcomes rather than a student's background, first language or mode of participation, within the requirements of Pearson and the College's university partners. Adjustments to assessment are made under the Reasonable Adjustment and Fair Access to Assessment Policy.
- 9.3 Inclusive practice is considered as part of the observation of teaching, learning and assessment and in annual programme monitoring.
- 9.4 Students can give feedback on the inclusivity of the curriculum through student representatives, module and programme feedback and the Programme Committee.

10. Reasonable Adjustments and Anticipatory Duty

- 10.1 The College makes reasonable adjustments for disabled students, disabled members of staff and disabled applicants, in line with the Equality Act 2010.
- 10.2 Adjustments for students are arranged under the Reasonable Adjustment and Fair Access to Assessment Policy. Students are encouraged to tell the College about a disability, long-term condition or specific learning difficulty as early as possible, and may do so at any point during their studies.
- 10.3 Adjustments for staff and applicants are arranged by Human Resources with the line manager and are kept under review.
- 10.4 The duty is anticipatory. The College plans in advance for the likely needs of disabled students, staff and visitors when designing programmes, buying equipment and systems, producing materials and arranging rooms and events, rather than waiting for an individual request.

11. Religious Observance and Cultural Needs

- 11.1 The College will apply reasonable flexibility around religious observance, including prayer, religious festivals and periods of fasting, so far as this is compatible with timetabling, with assessment requirements set by Pearson or a university partner, and with the needs of other students.
- 11.2 Requests must be made to the Programme Lead by students, or to the line manager by staff, with as much notice as possible so that alternative arrangements can be made.
- 11.3 Where a dress requirement applies, for example for health and safety reasons or in a placement setting, the College will consider whether it can be met in a way that respects religious or cultural dress, and will explain the reasons if it cannot. A refusal will be explained in writing and may be raised under section 7.

12. Equality Training and Development

- 12.1 All staff complete equality, diversity and inclusion training at induction. Refresher training is provided periodically, covering the protected characteristics, unlawful discrimination, harassment and victimisation, reasonable adjustments and inclusive practice.

- 12.2 The College aims to provide further training appropriate to the role for staff who recruit, teach, assess, supervise or handle complaints, including on avoiding bias in decision-making.
- 12.3 Students are told about this policy, the standards expected of them and how to report a concern at induction and through the student handbook.

13. Recruitment and Selection

- 13.1 Applicants are asked at an early stage whether they need any adjustment in order to take part in the selection process, and adjustments are made on request.
- 13.2 Questions about health or disability are not used to screen applicants before an offer is made, other than where the Equality Act 2010 permits, for example in order to establish whether an adjustment is needed for the selection process.
- 13.3 Human Resources reviews recruitment monitoring data to check whether any stage of the process has a differential impact on people sharing a protected characteristic.

14. Accessibility of Premises, Digital Services and Communications

- 14.1 The College keeps the accessibility of its premises under review, including entrances, teaching rooms, toilets, signage and emergency evacuation arrangements, and identifies alternative arrangements where a barrier cannot yet be removed.
- 14.2 Digital services, including the virtual learning environment and online teaching, are chosen and configured with accessibility in mind. Staff are expected to produce materials that work with assistive technology, for example by using headings, alternative text for images, captions for recorded content and readable colour contrast.
- 14.3 Where a barrier cannot be removed, the College will agree an alternative way for the person to take part and will record the arrangement made.
- 14.4 Accessibility problems can be reported to the Student Welfare and Support Team or a Programme Lead. They are logged and reviewed as part of the monitoring at section 15.

15. Monitoring, Evaluation and Review

- 15.1 The Quality Manager monitors the operation of this policy, drawing on:
 - the equality data described at section 8
 - the number, type and outcome of equality concerns and complaints
 - performance against the timescales at section 7
 - requests for reasonable adjustments and how they were met
 - equality training completion rates
- 15.2 Themes from this monitoring feed into the College's quality improvement work and its Self-Assessment Review.
- 15.3 This policy is reviewed annually, and sooner if there is a change in legislation, in regulatory requirements, or in the requirements of Pearson or the College's university partners.

16. Data Protection, Confidentiality and Records

- 16.1 Personal data processed under this policy is handled in line with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018, as amended by the Data (Use and Access) Act 2025.
- 16.2 Equality monitoring information includes special category data. It is collected with a clear explanation of the purpose, held securely with access limited to those who need it, and reported in aggregated form.
- 16.3 Information about an equality concern or complaint is shared only with those who need it in order to deal with the matter, to support those involved or to meet a legal duty.
- 16.4 Confidentiality cannot be absolute. The College may need to act without consent where there is a risk of serious harm, a safeguarding duty or a legal obligation to disclose. Where this happens the College will normally tell the person first and explain why.

- 16.5 Records are retained in line with the College's Records Retention and Disposal Policy. Records of equality concerns and complaints are retained for the period set out in that policy, and anonymised monitoring data may be kept for longer for trend analysis.
- 16.6 Individuals may complain to the College about the use of their personal data; complaints will be acknowledged within 30 days and answered without undue delay (Data (Use and Access) Act 2025). Questions about personal data can be directed to the College's Data Protection Officer.