CITY OF GLASGOW COLLEGE

Equality, Diversity & Inclusion (ED&I) Policy

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Charity Number: SC0 36198

Version 2
December 2024
CONTROLLED VERSION ON MYCONNECT

Lead Department: ED&I
Owner: Organisational
Development Manager
Page 1 of 9

Table of Contents

Version 2
December 2024
CONTROLLED VERSION ON MYCONNECT

Lead Department: ED&I
Owner: Organisational
Development Manager
Page 2 of 9

1. Introduction

1.1. City of Glasgow College is committed to Equality, Diversity and Inclusion (ED&I) and to providing an environment that is free from bullying, harassment, victimisation and discrimination, in which everyone is treated with dignity and respect.

1.2. In addition, the College has a duty of care to protect and support all staff, students and visitors.

1.3. This Policy supports the College's commitment to ED&I, as well as the College values:

- The Individual,

- Equality, Diversity, & Inclusiveness,

- Integrity, Honesty & Transparency,

- Excellence & Achievement,

- Partnership and

- Innovation & Enterprise.

1.4. These values are embedded in our strategic priorities including:

- To be an inspirational place of learning.

- To enable individuals to excel and realise their full potential.

- To live our values, value our people, and innovate in partnership.

Version 2
December 2024
CONTROLLED VERSION ON MYCONNECT

Lead Department: ED&I
Owner: Organisational
Development Manager
Page 3 of 9

2.   Purpose and Aims

2.1.   Our overall ED&I Vision is:

"To nurture an environment in which the equality, diversity and inclusion of students, staff and visitors from all backgrounds are routinely anticipated, expertly accommodated and positively celebrated."

2.2.   We will monitor the quality, provision and uptake of our services to ensure these are fair, inclusive and meet the needs of our diverse community.
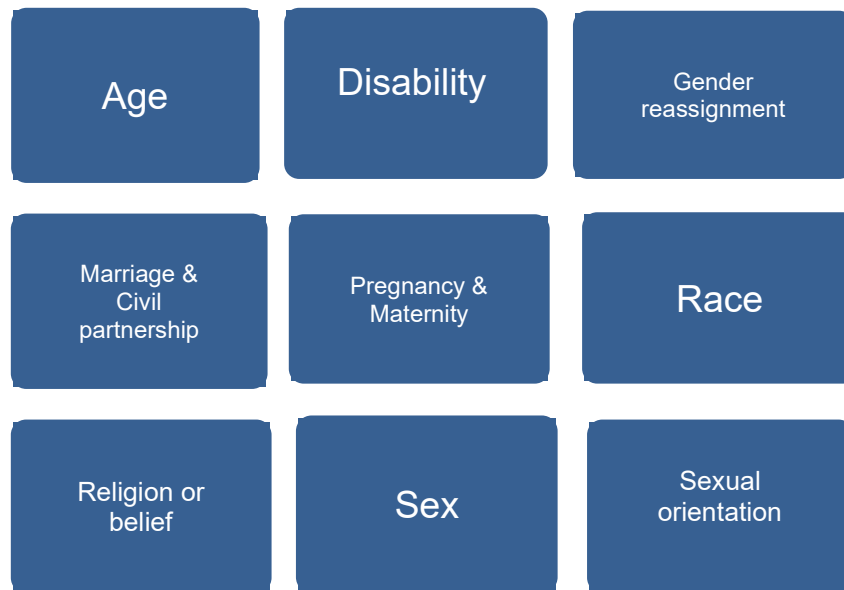
3.   Scope

3.1.   This policy applies to:

- All College stakeholders both internal and external (i.e. staff, students, Board members, visitors or contractors).

- All work-related activity whether on-campus or off-campus (i.e. study, trips, social events, etc).

4.   Policy Statement

4.1.   All applicants or College users will be treated fairly and without prejudice. No one will receive less favourable treatment or be discriminated against.

4.2.   It is our policy to provide equality to all, irrespective of the following protected characteristics as outlined in the Equality Act 2010:

Version 2
December 2024
CONTROLLED VERSION ON MYCONNECT

Lead Department: ED&I
Owner: Organisational
Development Manager
Page 4 of 9

Age	Disability	Gender reassignment
Marriage & Civil partnership	Pregnancy & Maternity	Race
Religion or belief	Sex	Sexual orientation

4.3. This policy is more than a statement of good intentions. It must be acted upon, put into everyday practice and be regularly monitored. The College's commitment to equality of opportunity, process and outcome shall therefore be demonstrated through equality impact assessing College policies, procedures and relevant practices to ensure the College:

(a) eliminates discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;

(b) advances equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;

(c) fosters good relations between persons who share a relevant protected characteristic and persons who do not share it.

4.4. Through meeting our statutory duties, we will publish our:

- Equality outcomes and progress in achieving these outcomes.

- Progress on mainstreaming equality to deliver the Public Sector Equality Duty.

- Staff recruitment and retention data.

- Equality Impact Assessments.

Version 2
December 2024
CONTROLLED VERSION ON MYCONNECT

Lead Department: ED&I
Owner: Organisational
Development Manager
Page 5 of 9

- Gender pay gap.

- Equal Pay statement for gender, race and disability.

4.5. The College will not tolerate College users being subject to discrimination, harassment and/or victimisation. Complaints of discrimination, harassment or victimisation will be dealt with rigorously through our policies and procedures. Copies of these procedures are available on MyConnect. The College also has the Report & Support function available to all staff and students.

4.6. The College will ensure that all policies and procedures have an accompanying Equality Impact Assessment completed.

4.7. Informed by evidence and involving our EDI Working group, the College will monitor this policy every 3 years. The policy will also be amended in the event of legislative updates or changes within the College.

4.8. This policy is supported by the Dignity at Work Guidance.

5. Responsibilities

All College Users

5.1. All College users have a responsibility to help create and maintain a College environment free from bullying, harassment, victimisation or discrimination and to behave professionally towards others, with dignity and respect.

Line Managers

5.2. Line managers have a duty to familiarise themselves with, and understand this policy, alongside the associated Dignity at Work Guidance, and to ensure that their staff have familiarised themselves with and understand these documents.

5.3. Line Managers are required to implement this policy, and associated Dignity at Work Guidance, and to make every effort to ensure that bullying,

Version 2
December 2024
CONTROLLED VERSION ON MYCONNECT

Lead Department: ED&I
Owner: Organisational
Development Manager
Page 6 of 9

harassment, victimisation or discrimination do not occur in their areas of work responsibility.

Organisational Development Manager

5.4.   The Organisational Development Manager will be responsible for monitoring the appropriateness and effectiveness of this policy and various support measures adopted by the College, conducting regular monitoring and reporting as required.

All College staff

5.5.   All College staff will complete their mandatory EDI module and related training as directed.

6.   References

6.1 Policy Framework

Document	Title
Code	Code of Conduct - Staff
Guidance	Dignity at Work Guidance
Policy	Procurement Policy
Policy	IT Acceptable Use Policy
Policy	Health & Safety Policy
Procedure	Procurement Procedure
Procedure	Disciplinary Procedure
Procedure	Grievance Procedure
Guidance	Equality Impact Assessment Guidance
Report	Equality Mainstreaming Reports
Report	Pay Gap Reports
Plan	Strategic Plan

Version 2
December 2024
CONTROLLED VERSION ON MYCONNECT

Lead Department: ED&I
Owner: Organisational
Development Manager
Page 7 of 9

6.2 External References

- [Criminal Law (Consolidation) (Scotland) Act 1995](#).

- [Equality Act 2010.](#)

- [Health & Safety at Work Act 1974.](#)

- [Human Rights Act 1998.](#)

- [Protection from Harassment Act 1997.](#)

- [Scotland Act 1998.](#)

- [Preventing Sexual Harassment in the Workplace.](#)

7. Document Control and Review

Approval Status	Approved
Approved by	V1.0. by Students, Staff and Equalities Committee of the Board of Management
Date Approved	V1.0. in January 2012
EIA Status	V2 Yes: ☒ No:
Review Date	December 2027
Lead Department	Equality, Diversity & Inclusion
Lead Officer(s)	Organisational Development Manager
Board Committee	Students, Staff, and Equalities Committee
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Version 2
December 2024
CONTROLLED VERSION ON MYCONNECT

Lead Department: ED&I
Owner: Organisational
Development Manager
Page 8 of 9

8. Revision Log

Version Date	Section of Document	Description of Revision
September 2021	1	Updated date of Policy Date
September 2021	Throughout	Removed reference to EDI Initiative and policies no longer current.
September 2021	2	New 2.1 added. Former 2.1 becomes 2.3.
September 2021	3	3.1 amended to explicitly cover on/off campus.
September 2021	4	4.2 amended to include gender expression and updated reference to new hyperlink. 4.3 Included reference to the Scotland Act 1998. 4.6 Removed heading and formatted text as 4.6. 4.7 Removed heading and formatted text as 4.7 and 4.8.
September 2021	5	Amended header. Included new hyperlink and removed definitions.
September 2021	6	Created new 6.1, 6.2 and 6.3 sections to explicitly cover all users, line managers and the policy owner.
V1.4. September 2021	7	Updated "Document Control and Review" box to include new V1.3.
V1.4. September 2021	8	Updated "Revision Log" to account for changes.
V2. December 2024	All	Amended job titles and links to legislation.

Version 2
December 2024
CONTROLLED VERSION ON MYCONNECT

Lead Department: ED&I
Owner: Organisational
Development Manager
Page 9 of 9