

# **GENDER EQUALITY POLICY**



## **PURPOSE OF THE POLICY**

Yeovil College wholeheartedly supports the principles of equality and diversity and opposes all forms of unlawful or unfair discrimination on the grounds of disability, nationality, ethnic or national origin, gender, gender identity, sexual orientation, religion or belief, age, marital status, family responsibility, trade union activity, unrelated criminal convictions or disability.

Yeovil College will be proactive in promoting gender equality and in tackling gender discrimination. We will celebrate diversity and thereby encourage, support and enable all learners and staff to reach their full potential. We will establish and utilise partnerships with other institutions, local communities and others to tackle gender discrimination and to encourage, promote and disseminate gender equality good practice.

The Sex Discrimination Act 1975 (amended 1986 and 2005) makes it illegal to discriminate on the grounds of a person's gender. The Equal Pay Act 1970 places a duty on all employers to ensure that men and women have equal treatment in terms and conditions of their employment, if they are employed in similar work.

The College will implement an action plan to address issues of gender discrimination and promote equality of opportunity and good relations across all areas of the College's activity.

## **SCOPE**

The policy applies to all members of the Corporation, staff and learners of the College (including those at outreach centres), agency staff and visiting contractors working onsite.

## **RESPONSIBILITY AND AUTHORITY**

The Equality and Diversity Group is responsible for agreeing and implementing the policy and the procedures.

All Yeovil College staff and Corporation members have delegated responsibility for implementing the policy and procedures. They have a responsibility to treat each other with fairness, equality and respect in accordance with the College Core Values and Behaviours.

## RELATED POLICIES, PROCEDURES, DOCUMENTS, DEFINITIONS

The following documents should be read in conjunction with this policy:

### Appendix 1 – Procedures in the event of breach of the policy Responsibilities of individual staff

- Equality and Diversity Policy
- Accessibility statement
- Respect at College Policy
- Respect at Work Policy
- Equality and Diversity Impact Measures (EDIMs)
- Single Equality Policy
- Single Equality Action Plan

Policy Review				
Author	Position	Approved by Corporation/Committee Corporation	Approval date	Review date
Angela Coward	Head of Learner Support Services		TBA	
<b>Initial Equality Impact Screening</b>				
Have you consulted on this policy, service, strategy, procedure or function? Yes / No Yes Details: Consultation with members of Equality and Diversity Group, Head of HR and Trade Union				
What evidence has been used for this assessment? The policy and related documents				
Could a particular group be affected differently in either a negative or positive way? Indicate Y where applicable				
Group Age Disability Gender (incl. Transgender) Race (incl. Gypsy & Traveller) Religion or belief Sexual orientation Other groups (see guidance)	Negative impact	Positive impact	Evidence	
If any negative impacts are identified, are there any related policies, services, strategies, procedures or functions that need to be assessed alongside this screening? If yes, please detail below:				
Should the policy, service, strategy, procedure or function proceed to a full Equality Impact Assessment? Yes / No No If no, please give reasons There is no evidence to suggest that this new policy would have a negative or positive impact on any group.				
<b>Declaration</b> We are satisfied that an initial screening has been carried out on this policy, service, strategy, procedure or function (delete those which do not apply) and a full Equality Impact Assessment is / is not required.  We understand that the Equality Impact Assessment is required by the College and that we take responsibility for the completion and quality of this assessment				
Completed by: Angela Coward		Position: Head of Learner Support Services		Date: 14/04/10
Checked by: Cliff Shaw		Position: Vice Principal		Date: 14/04/10

## **APPENDIX 1**

### **PROCEDURES**

In the event that staff or learners are alleged to be in breach of the College Gender Equality Policy an investigation will be carried out in accordance with agreed procedures, including, where appropriate, disciplinary procedures. The College Grievance (staff) and Complaints (learners) procedures are the appropriate means for raising concerns regarding gender equality.

Yeovil College will:

- ensure staff training and development in gender equality for all employees.
- monitor and review the curriculum, and the learning resources used to deliver the curriculum, to ensure that they reflect and promote gender equality and diversity.
- ensure that marketing strategies reflect good practice in gender equality and diversity, and that College provision is actively and appropriately promoted to all sections of the community.
- review the effectiveness of all policies and procedures to ensure that they contribute to the promotion and application of the Gender Equality Policy.
- ensure that its Gender Equality Policy is publicised as widely as possible to its community, including learners, staff, contractors, consultants, clients and members of partner organisations.

### **RESPONSIBILITIES AND BEHAVIOURS**

All employees of the College have a responsibility for implementing the Gender Equality Policy and promoting equality and diversity in all aspects of their work. Specific behaviours and responsibilities are identified below:

#### **The Corporation is responsible for:**

- ensuring that the College complies with all gender legislation requirements, including the general and specific duties;
- ensuring that the policy and its related procedures and strategies are implemented.

#### **The Principal is responsible for:**

- Chairing the Equality and Diversity Group and ensuring that gender equality is covered as an agenda item at relevant meetings;
- Providing a consistent and high profile lead on issues covered by the policy;
- Promoting a general awareness of the policy within and outside College;
- Requiring managerial action to implement the policy.

#### **All College Managers are responsible for:**

- Implementing the policy and its related procedures and strategies;
- Ensuring that all staff are aware of their responsibilities and are given appropriate training and support;
- Taking appropriate action against staff or learners who discriminate against those on the grounds of gender.

**All Staff are responsible for:**

- Taking the appropriate action to address gender discrimination when it occurs.
- Being sufficiently aware of the requirements of gender equality in order to recognise discriminatory behaviour when it occurs.
- Promoting gender equality and not discriminating on the grounds of gender;
- Attending staff development and information opportunities in order to keep up to date with legislation and College requirements on gender.

**Contractors and Service Providers** are responsible for:

- Complying with the Gender Equality Policy and other gender equality requirements set out in the contract or agreement. (The College is responsible for ensuring the requirements of the positive duty are met in those functions delivered under contract. Contracts and agreements should include a requirement to comply with the College's Gender Equality Policy).

**Responsibility When Working With Other Organisations**

The College is responsible for meeting legislative requirements when carrying out functions with other organisations. If the partner is another public authority also bound by the legislation, each organisation will be responsible for meeting its general duty and any specific duties. If the partners are private or voluntary organisations it will be the responsibility of the college to ensure that the work done jointly meets its gender equality duties.