

**RNC Policy: Equality, Diversity and Inclusion (EDI)**

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| Responsibility: | Chair of the EDI Group | | |
| Reviewed by: | EDI Group | | |
| Approved by SMT: | May 2024 | | |
| Approved by Governor Committee: | Education and Training Committee – June 2024 | | |
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| Uploaded to Smartlog | No | | |
| Other relevant Policies and reference documents:  Single Equality Scheme 2022 – 2027 | | | |
| **Commitment Statement**  RNC is committed to the fundamental values of equality, diversity and inclusion, which creates a supportive environment for all members of our community to live, work and study. Our commitment to equality and diversity means that this policy has been screened in relation to the use of plain English, the promotion of the positive duty in relation to race, gender and disability and to eliminate discrimination to other equality groups related to age, sexual orientation, gender identity, marital or civil partnership status, pregnancy or maternity and religion or belief. We believe that safeguarding has paramount importance and RNC recognises its responsibility and duties within the Government Prevent Strategy to be aware of and where appropriate act to ensure the safety of all students from radicalisation and extremism.  This document is available in alternative formats on request. If you think RNC can improve the fairness of this policy, please contact the author who has responsibility for the review and update. | | | |

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**Equality, Diversity and Inclusion**

# What is equality?

Equality is the framework which provides every individual with the same opportunity to participate and to fulfil their potential. Equality enables a fairer environment which recognises that everyone has individual needs and the right to have those needs respected.

# What is diversity?

Diversity is about recognising individual as well as group differences, treating people as individuals, and placing positive value on the distinctions between individuals. The differences within and between groups of people should be respected and celebrated. The successful implementation of equality and diversity in all aspects of work ensures that colleagues, staff and students are valued, motivated and treated fairly.

# What is inclusion?

Inclusion embraces all students and entails taking action to remove barriers to participation and learning. Inclusion also involves eliminating discrimination and promoting equality. It means creating an environment where everyone feels welcomed and valued.

RNC believes in:

Treating everyone equally in terms of rights, status and opportunities; making sure that everyone is valued and involved; respecting the dignity and diversity of all students, employees and volunteers; employing positive discrimination to help individuals develop and fulfil their potential.

RNC does not tolerate unfair treatment on the grounds of gender, marital or parental status, race, colour, nationality, ethnic or national origin, disability, sexual orientation, gender identity, religion, age or any other factor.

# The promotion of equality, diversity and inclusion is at the heart of RNC’s values and provision.

* We set out our commitment to equality, diversity and inclusion in our Single Equality Scheme, which is monitored and updated every five years by our EDI Committee
* We consider every aspect of RNC’s work to remove barriers, address unintended differences in treatment or effect, and maximise everyone’s abilities and contribution.
* We strive to provide appropriate, sensitive and accessible services to all students and staff.
* We base students’ programmes and our teaching on individual need.
* We provide students with support in all aspects of independent living, social integration and progression toprepare them for their next steps.
* We adapt/design our buildings an equipment to ensure inclusion.
* We include specific modules related to equality, diversity and inclusion in transitional and other programmes.
* We expect all students and staff to behave in a way that others will experience as respectful and fair.
* We work to raise awareness and understanding and, where necessary, to modify behaviour and challenge attitudes.
* We require the Senior Management Team and other managers to lead by example in their treatment of students and staff.
* We have in place policies and systems by which any behaviour that is discriminatory, intimidating, or otherwise contrary to RNC values can be dealt with rapidly and effectively in an environment which positively supports those who challenge such behaviour.
* We support any victim of such discrimination or intimidation.
* We involve both students and staff in the development of policy and practice.
* We support the use of a range of flexible working patterns.
* We take steps to ensure equality of opportunity and diversity in ourrecruitment of students, staff and Governors.
* All staff are required to complete mandatory training annually via online platforms or their preferred medium in Equality, Diversity and Inclusion awareness and Bullying and Harassment.
* We work with others to help eradicate prejudice, discrimination, harassment and negative stereotyping.
* We involve our students in the promotion of equality, diversity and inclusion.
* We support campaigns for fair laws which treat people equally and protect groups from discrimination.

# Roles and Responsibilities

All staff and volunteers must adhere to this policy. The Senior Management Team are accountable for ensuring the policy is implemented.

**Role of all employees, volunteers and governors**

* act in ways that respect and value the diversity of others.
* not discriminate unfairly against students, staff or visitors
* challenge and report any behaviour towards a colleague or student that could be interpreted as discriminatory.
* understand what is expected of them in terms of their performance, their behaviour and their conduct towards others.
* set a positive example at all times.
* complete appropriate mandatory CPD

**Role of line managers**

Every line manager has a responsibility to:

* set a positive example by ensuring that their actions and behaviours promote EDI.
* challenge and report inappropriate behaviour as soon as they become aware of it.
* support and implement action that RNC takes to improve diversity, inclusion and equal opportunities.
* provide appropriate learning opportunities to staff and volunteers in order to put the EDI policy into practice.
* ensure that mandatory EDI CPD is completed by all staff and volunteers.
* encourage all staff and volunteers to complete their EDI monitoring data.
* ensure staff and volunteers are aware of and carry out their responsibilities under the law and this policy.

**Role of the EDI Committee**

* Update, monitor and evaluate the EDI Single Equality Scheme action plan.
* Ensure that actions in the EDI plan reflect and promote continuous awareness of EDI as central to the College ethos.

In addition to these generic aspects, departments and services also have EDI responsibilities that are specific to their functions:

**Teaching Team**

* select, create and use materials and resources that reflect a diverse society.
* maximise opportunities to create additional / ad hoc learning points across the curriculum offer when issues around EDI topics arise.
* make full use of the EDI / FBV log on pro-sol or via the intranet in order to share good practice and ideas across the whole teaching team.

**Residential Team**

* monitor student pastoral activity for EDI related issues and address appropriately.

**Registry**

* collect student EDI data via the application form so that it can be used to analyse our student profile.
* ensure that EDI and accessibility is considered from the outset and throughout the Pre-Entry Assessment process.

**Communications**

* all communications internally and externally will be written, designed and communicated with accessibility in mind.
* diverse imagery will be used where relevant to represent the diverse communities of our stakeholders.

**Finance**

* we will ensure that persons engaged in any aspect of procurement on the behalf of RNC will work in accordance with our values and standards as outlined in this policy.

**Fundraising**

* fundraising opportunities and activities must be accessible to all and reflect the values of RNC.

**Tech Support**

* ensure that technology enables and empowers staff and volunteers to be able to carry out their roles to the best of their abilities.
* accessible technology will be made available wherever possible to those that need it.

**MIS**

* report EDI data as part of the individual learning record and comparable government returns for staff and students.
* collect and analyse EDI data to share with College and senior managers for the purposes of: reporting on enrolment trends, achievement rates and outcomes; listening to views of students; enhancing the experience of staff and students.
* lead on increasing the declaration rates for EDI student data to enable analysis of student profiles and their satisfaction with the student experience.

**Human Resources**

* ensure that mandatory EDI CPD is provided in an accessible way for all staff and completion is monitored.
* provide additional EDI related learning and development opportunities to ensure that all staff and volunteers are equipped with the tools to provide support to a diverse range of students.
* monitor grievances for EDI related complaints and address any issues.
* collect and analyse EDI data to enhance recruitment practices for staff and volunteers to ensure that we are representative of the diverse communities of our stakeholders.
* embed equality, diversity and inclusivity into all employment and volunteering practices.

**Estates**

* ensure that our campus and buildings are safe and accessible for all people.

All policies and procedures are available for students and staff in their medium of choice. The Policies and Procedures files are located on RNC SharePoint

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| Version Control | | | |
| Version | Date | Amendments | Author |
| 1.0  1.1 | March 2019  April 2019  December 2021 | Review of previously approved policy. Version control added.  EIA template updated and EIA reviewed – no changes required.  Approved by SMT.  Added roles and responsibilities | MKJ  MF  MKJ  RS |
| 1.2 |  |  |  |
| 1.3 | January 2024 | Minor word changes  Role and responsibilities reviewed | JPr |
| 1.4 | May 2024 | Minor word changes. | JPr |