



# EQUALITY DIVERSITY & INCLUSION POLICY

## POLICY

### 1.0 INTRODUCTION

- 1.1 Plymouth Marjon University is committed to equality, to being a community where diversity is respected and valued, and which encourages all students and employees to fulfil their potential. Furthermore, we seek to empower a community where unacceptable behaviour is challenged in an appropriate way. Our values of Humanity, Curiosity, Ambition and Independence are at the heart of everything we do. They encourage both the ability and the aspiration to improve lives for all. Put simply, Marjon expects every individual in the Marjon community to behave with fairness and decency to each other. We are wholeheartedly committed to being an inclusive and fair community where every voice and action counts.
- 1.2 This EDI Policy, along with all policies and procedures of the University, in which our EDI principles are embedded, seeks to ensure that people are not privileged or subject to less favourable treatment on the grounds of any protected characteristic, background, identity or type of contract. Diversity and equality is recognised, encouraged, promoted and valued at all levels of the University and in all its functions.

### 2.0 SCOPE AND RESPONSIBILITIES

- 2.1 This policy applies to any individual visiting, studying or working at Marjon. It applies i) to all employees, for the full duration of the employment journey from recruitment to departure, ii) to all students and apprentices from application to graduation, as well as alumni and iii) to all visitors including guest lecturers, professional practitioners, contractors, expert patients/service users.
- 2.2 Employees, students and apprentices have a responsibility to cooperate with this policy during the course of their work or study, including professional and social activities undertaken associated with their course and Marjon business/activities.
- 2.3 Managers are responsible for ensuring that this policy is implemented within their own team, ensuring that all staff within their team are briefed and trained on diversity issues and as a minimum are aware of and have access to a copy of this

policy and for dealing with any issues of discrimination, related to staff, in the first instance.

- 2.4 The Senior Management Team has responsibility for reviewing the annual report produced by the Equality and Diversity Committee and ensuring that progress against the Equality Action Plan is being achieved.
- 2.5 The Board of Governors has responsibility to endorse this policy and to ensure that progress is being achieved.
- 2.6 The Equality and Diversity Committee is responsible for monitoring equality and diversity within Marjon. The duties of the Committee shall be to:
- a) Foster an inclusive environment by challenging the culture and contributing to solutions for change to raise our profile in equality, diversity and inclusion.
  - b) Articulate the University's vision for equality, diversity and inclusion that shifts the agenda beyond risk-based compliance to a celebration of diversity.
  - c) Provide leadership on Equality, Diversity and Inclusion and to monitor and review performance by implementing institutional action plans to ensure that policies are translated into clear programmes of action.
  - d) Undertake horizon-scanning that may impact on the University's delivery on its commitment to equality, diversity and inclusion.
  - e) Review staff and student data (qualitative and quantitative) to monitor progress against these performance measures.
  - f) Highlight successes and identify blockages/challenges, introducing innovative ways of tackling identified issues.
  - g) Work co-operatively with external partners on diversity and inclusion issues, sharing best practice and benchmarking as appropriate.
- 2.7 All external organisations, guest lecturers, professional practitioners, contractors, expert patients/service, and voluntary organisations working for or on behalf of the University should be informed of this policy and may be asked to provide evidence that their own policies, in relation to their employees, comply with this policy and with any agreed tendering/contracting process.
- 2.8 All visitors to Marjon and members of the public who use Marjon's services or facilities are expected to comply with the principles of this policy.

### 3.0 LEGAL POSITION

- 3.1 The Equality Act 2010 makes it unlawful to discriminate, or provide unfair treatment, on the basis of nine protected characteristics. These are defined as age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and/or belief, sex, and sexual orientation.
- 3.2 We recognise our legal responsibility under our General Equality Duty, to

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010.
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

3.3 We have a duty to not unlawfully discriminate against or harass other people including current and former employees, students, job and student applicants, clients, customers, suppliers and visitors. The following forms of discrimination are prohibited under this policy and are unlawful:

- a) **Direct discrimination:** treating someone less favourably than others (in the same or similar circumstances) because of a Protected Characteristic.
- b) **Indirect discrimination:** a provision, criterion or practice that applies to everyone but adversely affects people with a particular Protected Characteristic more than others and is not justified.
- c) **Harassment:** unwarranted, unwelcome or uninvited behaviour related to a Protected Characteristic, which has the purpose or effect of violating someone's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for them.
- d) **Victimisation:** retaliation against someone who has complained or has supported someone else's complaint about discrimination or harassment.
- e) **Disability discrimination:** this includes direct and indirect discrimination, any unjustified less favourable treatment because of the effects of a disability, and failure to make reasonable adjustments to alleviate disadvantages caused by a disability.

## 4.0 OUR MARJON COMMUNITY

- 4.1 Our value of Ambition recognises that we achieve more by working together and sharing our achievements. We are striving to create a fully inclusive community, made up of people from all backgrounds and all sectors of society where individual differences and the contributions of all staff are recognised and valued; creating an environment where staff can feel confident and comfortable with being themselves.
- 4.2 We strive to encourage independent and diverse views to help ensure our university is accepting of all and appreciate inclusion enhances the core purpose of the University.
- 4.3 Our value of Curiosity encourages potential and possibility. We want all members of our community to pursue their full potential for their own personal development. For staff, our intent is aligning individual development and career aspirations through effective talent management and succession planning to positively impact upon organisational efficiency and effectiveness. We aim to ensure opportunities for training, development and progression are consistent, offering open and fair

access, aligned with institutional objectives and effective identification of needs, delivery and evaluation.

- 4.4 We aim to minimise any disadvantage suffered by people due to their protected characteristics, and where possible redress any inequality and progression imbalances which are found to exist.
- 4.5 In all circumstances, we will make decisions concerning staff and students based on merit, and not on any protected characteristics (excepting any required exemptions under the Equality Act).
- 4.6 We are working to ensure all our staff and Line Managers are fully aware of their rights and responsibilities under this policy, are actively working towards achieving a positive and inclusive working environment and to challenge and embrace transformational ideas in promoting diversity.

## 5.0 PROMOTING INCLUSION, CHALLENGING INAPPROPRIATE BEHAVIOUR

- 5.1 Our value of Humanity sets out that as a University, we want to make a difference to individuals and society, creating human connections and community.
- 5.2 As a learning community we expect all our staff and students to model inclusive behaviour and learn from each other. We expect all learning, teaching and assessment will be inclusive and focus on supporting success for all students.
- 5.3 The University takes issues of harassment and bullying very seriously and is committed to an environment that is free from discrimination, bullying, harassment, victimisation and intimidation. We encourage everyone in our community to challenge behaviour that is not in line with this policy and our values, and where issues are raised, we will act within the appropriate policy to consider complaints seriously and thoroughly, and in a way in which the dignity of the individual is paramount. This may include the Harassment & Dignity at work policy, Disciplinary Procedure, Grievance Procedure and Whistleblowing policy.
- 5.4 Where a student or staff member is found to be in breach of this policy, the appropriate processes will apply. For staff, serious complaints could amount to gross misconduct under the disciplinary policy and could lead to dismissal without notice. For students, serious offences could amount to being moved out of accommodation or withdrawal from their programme. In some situations, harassment, discrimination or inappropriate behaviour may constitute a criminal offence.

## 6.0 ASSESSING IMPACT, MONITORING AND REVIEW

- 6.1 Our value of Curiosity encompasses pushing boundaries and searching for a better way of doing things, ensuring that our people feel confident and comfortable to raise their views and ideas. We need to fully understand and be curious about issues and find better ways forward. We seek to build knowledge capacity inclusively across our community, including students and the public, built on trust and integrity; increasing opportunities for our people to give feedback and be involved in changes that affect them.
- 6.2 We will use our Values-Based Equality Impact Assessment (EIA) as a practical tool to help make inclusive decisions, by highlighting, for example, potential discrimination, instances where people with a particular Protected Characteristic are under-represented, and opportunities to promote equality and good relations.
- 6.3 We will monitor the composition of the community, staff and student, regarding information about protected characteristics.
- 6.4 We will review data regularly; considering progress on equality objectives and use this learning to inform future action to better promote and encourage equality, diversity and inclusion, and assess how this policy is working in practise.
- 6.5 We will keep our policies, procedures and data systems under review, updating them where necessary to ensure fairness, legal compliance and best practise.

## 7.0. EQUALITY, DIVERSITY AND INCLUSION POLICIES STRUCTURE

- 7.1 This Equality, Diversity and Inclusion Policy is not a standalone policy. It overarches and is supported by other policies aligned to our meeting our commitments and/or specific protected characteristics.

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## ANNEX 1 POLICIES, STRATEGIES AND DOCUMENTS

### Documents relating to Staff

- Academic promotion and Career development Procedure
- Annual Equality report
- Disciplinary Policy & Investigations procedure
- Equality Impact Assessment
- Fixed Term / Temporary contracts
- Flexible working & Hybrid working policies
- Gender Pay Gap report
- Grievance procedure
- Harassment & Dignity at work policy
- HERA Pay, Grading & Promotion process and Pay scales
- Learning & Development Application Process
- Leave in Special Circumstances Policy
- Menopause and Hormone Change Policy
- 'Never Ok' Harassment and Bullying online reporting tool
- Organisational Change Policy
- Parental leave policies
- People Strategy
- Performance Development Review
- Policy on support and procedures for transgender, gender diverse and non-binary staff and students
- Recruitment Policy
- Staff Development Policy

### Documents relating to Students

- Access and Participation Plan
- 'Never Ok' Harassment and Bullying online reporting tool
- Student Regulations Framework/ Handbook
- Support to Study Procedure

**These lists are not exhaustive.**

**Equality Objective 1: Gender equality**

- 1.1 Establish an Athena Swan working group to develop and monitor implementation of an action plan. Submit for Small and Specialist Institution Award before 2023.
- 1.2 Implement Access and Participation Plan activities to reduce male degree attainment gap.
- 1.3 Implement People Strategy to increase male employment rates.
- 1.4 Implement actions from the learning following the implementation of the policy for transgender, gender diverse and non-binary staff and students.

**Equality Objective 2: Racial Equality**

- 2.1 Implement Advance HE Race Equality Training, monitoring completion rates and ensuring at least 50% of staff and all managers engage.
- 2.2 Implement access and participation plan activities to reduce degree attainment gap for ethnicity awarding gap.
- 2.3 Implement people strategy to attract and recruit more staff from minority ethnic backgrounds.

**Equality Objective 3: Mental Wellbeing**

- 3.1 Implement actions for mental health and wellbeing strategy.
- 3.2 To achieve the Mental Health Charter Award from Student Minds (2022).
- 3.3 Implement access and participation plan activities to enable more students with mental ill health to succeed in their studies and ensuring no gap in attainment or graduate-level employment compared to other students.

**Equality Objective 4: Social Mobility**

- 4.1 Implement access and participation plan activities to provide quality careers advice, enrichment experience and mentoring to people from disadvantaged backgrounds or circumstances.
- 4.2 Implement people strategy provide employment opportunities, above the living wage, to students from disadvantaged backgrounds or circumstances and adopt employee recruitment practices which promote a level playing field for people from disadvantaged backgrounds or circumstances
- 4.3 Implement the learning and teaching strategy ensuring holistic and inclusive pedagogical approaches and supporting personal and career development.

**Equality Objective 5: Marjon community**

- 5.1 Embed Marjon values at the heart of everything we do, taking personal responsibility to tackle behaviours that do not meet these values and monitoring of actions through feedback surveys, PDRs, 360 feedback.
- 5.2 Continue work to create a positive and inclusive working environment as set out in the People Strategy.
- 5.3 Implement the learning and teaching strategy establishing creative learning communities.

5.4 Implement campus development plan initiatives to promote a healthy and accessible campus that is socially responsible, contributes to Marjon zero and reduces inequalities due to disability.