

Equality and Diversity

POLICY

Strategy Management Office
ORYX UNIVERSAL COLLEGE |

Purpose:	Policy
Reference:	V2
Document Owner	Strategy Management/ President's office
Applicable to:	All Staff
Date Introduced	01/04/2020
Date Modified/ review	01/04/2020
Related Documents	-

Effective Date: 01/04/2020

Summary:

Oryx Universal College (OUC) is committed to promoting equal opportunities for all those involved within the college community, whether staff, students, visitors, contractors or clients. This commitment is to ensure that people's individual qualities are recognised and celebrated; and that people are treated with dignity and respect. The college recognises that discrimination, harassment and victimisation may be experienced by some protected characteristics in a number of ways, including day-to-day interaction with colleagues, peers, visitors, students and staff. The College will ensure that equality of opportunity is promoted by recognising and celebrating diversity, continuing our proactive equality strategies and plans.

Liverpool John Moores University has a long tradition of policy and practice in promoting equal opportunities. The Strategic Management Team and the Board of Governors have endorsed the commitment to equality through various initiatives, for example, the initiation of equality training for all staff, training to ensure equality in recruitment and selection, and the declaration of our commitment to equal opportunities in all job advertisements.

OUC as a collaborative partner of OUC, respects and recognises the Equality and Diversity Policy of OUC and commits to adapt the same policy within the legal frame work of the State of Qatar.

OUC will continue to ensure that people are supported to join the college community, either as students or staff and, where possible, provide appropriate services and a welcoming environment which will meet the cultural, linguistic and spiritual needs of our staff and student communities.

The Equality and Diversity Policy applies to all the College's practices and processes, which include student recruitment and widening participation, recruitment and selection of staff, terms and conditions of employment, promotion, training, conditions of work, pay, treatment at work and termination of employment.

This is a policy document and therefore does not form part of the contract of employment. The College may amend this procedure at any time.

Details:

1. Contractors, Visitors, and Other People not employed by the College

OUC will endeavour that all contractors and visitors are made aware of the College's Equality and Diversity Policy and all relevant College regulations to ensure that they treat individuals with dignity and respect. Where these are breached the College reserves the right to take appropriate action.

2. Accessibility and Communication

The College will strive to make all its facilities accessible to staff and students regardless of any seen or unseen impairments. The College also recognises that it is essential to put procedures in place to handle complaints in the most constructive way.

3. Consultation

The College will continue to consult with community groups and organisations to ensure that innovative ways of recruiting individuals either as staff or students are used. In addition, the College will continue to carry out consultation exercises to ensure adequate promotion and celebration of people's individual qualities within the College community. The College will also continue to carry out adequate consultation on our policies, practices and procedures to ensure fulfilment of the commitment to promote equal opportunities within the College.

4. Monitoring

The College will continue to carry out equality impact analysis on all its policies, processes, projects, procedures and draft policies to ensure that there are no negative, adverse or detrimental impacts or effect on any of the equality groups.

5. The General and Specific Duties of the Equality Act 2010

The college aims to;

- Eliminate discrimination, harassment, victimisation and any other conduct
- Advance equal opportunity between people who share a relevant protected characteristic and people who do not share it
- Foster good relations between people who share a relevant protected characteristic and people who do not share it

6. Equality Statement:

(a) Disability

OUC is committed to challenging disability discrimination and inequality in all its practices and activities. The Board of Directors and the College Strategic Management Team affirm their responsibility for implementing disability equality in all activities and in all areas of the College's responsibilities. This commitment is consistent with the significant progress the College has already made in this area.

The College will implement best practice and compliance with legislation and provide supportive measures that will meet the specific needs of disabled staff, students, contractors and visitors.

The College will provide reasonable adjustments where possible to enable staff, students, contractors and visitors to carry out their responsibilities effectively. Where necessary, a risk assessment may be undertaken and / or external specialist advice sought.

The College will respect the wish for confidentiality by disabled people. Therefore, any support measure implemented will be mutually agreed and acceptable to the individuals concerned.

We will consult regularly with disabled staff and students and, where appropriate, external organisations, to inform policy development and change practice where necessary. The College will continue to promote positive images of disabled people in all our materials.

(b) Race

OUC is committed to challenging discrimination on the grounds of race in all its practices and activities. The Board of Directors and the College Strategic Management Team affirm their responsibility for implementing race equality in all activities and in all areas of the College's responsibilities.

The College will endeavour:

- Assess the impact of race equality activities on students and staff of different racial groups.
- Monitor its workforce and ensure people from ethnic minorities are treated fairly.
- Assess its policies and programmes as they affect ethnic minorities, and deal with any possible adverse impact.
- Engage in more consultation exercises with racial minority groups.

(c) Gender (Sex)

Both men and women are protected laws of the state of Qatar. OUC is committed to challenging sex discrimination and inequality in all its practices and activities. The Board of Directors and the College Strategic Management Team affirm their responsibility for implementing gender equality in all activities and responsibilities of the College. This commitment is consistent with the significant progress the State of Qatar has already made in this area. The College will mainstream gender equality by ensuring that it is built into all aspects of the College's business. This duty applies to all OUC's functions not just in education provision, employment and service delivery but, for example, in budget setting, course validation, procurement and strategic planning.

(d) Religion and Belief, or non-Belief

OUC is committed to challenging discrimination on the ground of religion and belief or non-belief. The Board of Directors and the College Strategic Management Team affirm their responsibilities for ensuring equality on the ground of religion and belief or non-belief in all activities and responsibility of the College. This commitment is consistent with the significant measures that the State of Qatar has put in place in this area.

The College recognises that it is a fundamental human right to hold a religion or belief or non-belief and that right should be treated with respect. With the understanding that people can experience discrimination or be treated differently because of their religion, belief(s), or non-belief, the College will, where practicable, ensure a community where people can practice their religion or belief(s). The College will ensure that:

- Students and staff who hold a religion or belief or non-belief are treated equally and fairly.
- Students and staff are made aware and are sensitive and tolerant of other people's religion and belief and non-beliefs.
- Where practicable, consideration will be given to student and staff requirements to pray in any particular form based on the nature and depth of their personal belief and practice. Consideration will be given to students and staff who need time off for festivals that are part of their religion or belief.

The LJMU's full policy on [Religion & Belief](#) is available in the Policy Centre and OUC commits to adapt this policy subject to applicable laws and decrees in the State of Qatar.

(e) Sexual Orientation

OUC is committed to challenging discrimination and inequality with regard to sexual orientation in all its practices and activities. The Board of Directors and the College Strategic Management Team affirm their responsibility for implementing equality for everyone regardless of sexual orientation in all activities and responsibilities of the College.

The College will not tolerate any form of discrimination against anyone. To this end, the College will work to comply with all requirements with regard to this protected characteristics subject to applicable laws and decrees in the State of Qatar.

(f) Age

OUC is committed to challenging discrimination and inequality with regard to age in all its practices and activities. The Board of Directors and the College Strategic Management Team affirm their responsibility for implementing equality for everyone regardless of their age in all activities and responsibilities of the College.

The College recognises that people can be discriminated against because of their age and will not tolerate any form of age discrimination. The College will continue to appreciate the valuable contributions made by staff and students of all ages in terms of quality of experiences brought to learning, teaching, research, support services, consultancy, enterprise, administration, professional services and management.

As part of their managerial responsibilities, all managers have a professional as well obligation to eliminate age discrimination. All individuals will be personally accountable for their behaviour, actions and/or lack of actions in cases of complaint of harassment.

All individuals involved within the College community must recognise that ageism is harmful and undermines the contributions that young people and older people can make to an organisation. The College will take necessary positive action to recruit younger and older people to ensure an age balance in the workforce ensuring we do not miss out on the valuable range of contributions that staff and students of different ages can bring to the College learning environment and workforce.

(g) Marriage and Civil Partnership

The College will not tolerate any form of discrimination against anyone. To this end, the College will work ensure that the marriage and other relationships are respected and not discriminated within the College, subject to applicable laws and decrees in the State of Qatar.

OUC is committed to challenging discrimination and inequality with regard to marriage and civil partnership status in all its practices and activities. The Board of Directors and the College Strategic Management Team affirm their responsibility for implementing equality for everyone regardless of marriage and civil partnership status in all activities and responsibilities of the College.

(h) Pregnancy and Maternity

OUC is committed to challenging discrimination and inequality with regard to pregnancy, maternity, paternity and adoption in all its practices and activities. The Board of Directors and the College Strategic Management Team affirm their responsibility for implementing equality for everyone regardless of pregnancy, maternity, paternity and adoption in all activities and responsibilities of the College.

The College will not tolerate any form of discrimination against anyone including people who are pregnant or people who are, or will be on maternity, paternity or adoption leave.

7. Hate Crimes

The College will endeavour to create an educational environment which is free from hate crime directed towards individuals or groups because of their distinct characteristics. The College recognises that acts of hate crime(s) will not promote good relations between the diverse groups represented in the College community and undermine the principle of dignity and respect. Thus, such behaviours will be carefully investigated, and necessary actions taken subject to applicable laws and decrees in the State of Qatar. Staff who experience or witness any hate crime(s) on campus should contact the College's management who will be able to recommend the appropriate action. In the case of students, the Student Development or the Registry should be contacted.

8. Promoting Dignity at Work and In the Learning Environment

The College is committed to promoting practices that take into account the rights of individuals to be treated with dignity and respect. It recognises that discrimination,

victimisation, bullying and harassment may be experienced in a number of ways, including day-to-day interaction with colleagues, peers, students and visitors. The aim is to promote a positive environment and reduce stress, illness and absenteeism and prevent any individual from being forced to give up work or studies because of perceived issues in this area.

9. Staff Development and Training

All staff will be given the opportunity to develop themselves and undertake appropriate qualifications relevant to their post and/ or progression opportunities. To comply with good practice, the College will monitor staff take-up of courses for personal development and progression.

Staff involved in the recruitment of students or staff will be provided with training on the Assessment of Prior Learning and equal opportunities good practice.

All staff joining the OUC community are required to undertake training in equality and diversity where their duty to promote equal opportunity in every aspect of their activities is highlighted.

10. Family Friendly Practices

The College will seek to create, where practicable, opportunities for family-friendly working practices and arrangements with protection of employment rights according to the Labour Law of Qatar.

11. Job Satisfaction

The College will monitor factors that impact on staff satisfaction such as absenteeism and staff turnover. When appropriate, staff opinion surveys will be conducted in order to inform both job satisfaction and career progression prospects.

12. Staff Appraisal – Personal Development & Performance Review (PDPR)

Appraisal practices are monitored to ensure compliance with equal opportunities policies. An element of the PDPR process is concerned with skills or aptitudes relevant to the job performance and areas where staff development and support are required will be identified.

13. Responsibilities – Staff and Students

The co-operation of everyone within the College community (staff, students, contractors, clients and visitors) is essential to the success of this policy. Staff teams are expected to carry out their activities in a fair and consistent way ensuring that their procedures and practices comply with equal opportunities policies and regulations as they perform their day to day duties. Students are also expected to promote dignity and respect in all their engagements with other students and staff as they undertake their studies and activities.

14. Procedures for dealing with complaints

The College is committed to dealing with complaints from staff, students, visitors, clients and contractors in a fair, just, timely and transparent manner.

Students who wish to make a formal complaint should use the Students Complaints Procedure. Staff wishing to make a formal complaint should use the Staff Grievance Procedure.

15. Review of Policy

This Policy will be subject to periodic review at least every three years or if there are significant changes to statutory requirements concerning this policy.

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