



# DIVERSITY AND INCLUSION POLICY



POLICY OWNER:	HR
DATE OF REVIEW:	November 2021
DATE OF APPROVAL:	22 November 2021
FOR APPROVAL BY:	Senior Leadership Team
NEXT REVIEW DATE:	November 2023

Signed:

Pat Carvalho (Principal and CEO)

## **1. POLICY STATEMENT**

**1.1** Diversity and Inclusion (D&I) is integral to BMet's organisational culture and success. It underpins our vision, values and goals enabling us to be an inspiring place to work and to provide excellent learning opportunities for Birmingham and the city region. We aim to lead in best practice where diversity is genuinely desired and sought and where inclusion is nurtured through trust and engagement.

**1.2** The policy applies to all activities in which the College is engaged, and includes all stakeholders including learners, staff, visitors, and third parties. All staff and students/apprentices will be made aware of the policy and the resources that support its implementation.

## **2. RESPONSIBILITIES AND OBLIGATIONS**

**2.1** This policy exists in accordance with the Equality Act 2010 which protects people from discrimination, harassment and victimisation. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion and belief; sex; and sexual orientation.

**2.2** The college recognises and commits to its responsibilities in connection with the Public Sector Equality Duty 2011 and will:

- work to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- work to advance equality of opportunity between people who share a protected characteristic and those who do not;
- work to foster good relations between people who share a protected characteristic and those who do not;
- publish relevant, proportionate information demonstrating compliance with the Equality Duty; and
- set specific, measurable equality objectives at least every four years.

**2.3** The College is committed to move beyond legislative compliance and strives to remove conditions that place people at a disadvantage irrespective of protected characteristics, for example people of different socio-economic backgrounds, carers, care leavers and those who have unrelated criminal convictions.

**2.4** The College takes a zero-tolerance approach to any incidents of hate including but not limited to: homophobia, biphobia, transphobia, racism, islamophobia and anti-Semitism. The college has adopted the IHRA (International Holocaust Remembrance Alliance) definition of anti-Semitism.

**2.5** Everyone has a responsibility to give full and active support to the policy by ensuring that:

- the policy is known, understood and implemented; this may involve staff engagement and development activities to develop D&I knowledge, confidence and skills
- everyone is treated with dignity and respect; and
- behaviour not in accordance with the policy is challenged and addressed.

## **2.6 Additional, specific responsibilities include:**

- the Corporation will set the strategic direction of D&I and the Senior Leadership Team will proactively manage the strategy and report progress to the Corporation;
- the Senior Leadership Team will promote D&I throughout the organisation and ensure that D&I objectives are cascaded and delivered;
- managers will give due regard to equality, diversity and inclusion when developing plans, policies and procedures and will consider equality impact;
- all relevant managers will monitor functions or services which are contracted or sub-contracted to other companies, organisations, groups or individuals to ensure they comply with BMet's organisational requirements;
- all staff will consider the policy when recruiting, delivering apprenticeship training and working with employers and apprentices
- all relevant managers will ensure they comply with the requirements of funding agencies and external providers with regard to diversity and inclusion matters. This includes partners such as the ESFA (Education & Skills Funding Agency), WMCA (West Midlands Combined Authority) and ESF (European Social Fund) and where such partners have specific policies, for example the ESF project specific equality and diversity policy.

## **3. PROCEDURE**

**3.1** The Corporation will set a strategic direction for its D&I activity. Strategic objectives will be delivered through a supporting action plan. See [here](#) for 2020-2024 strategy

**3.2** Responsibility for delivering the action plan sits with the Senior Leadership Team.

**3.3** Delivery will be enacted through line management channels.

**3.4** The establishment of ‘task and finish groups’ which are dedicated to specific items within the plan, will drive their completion. These groups and other supporting activity will include diverse perspectives and involve a range of staff and student/apprentice contributions.

**3.5** Output and impact of delivery will be monitored through the activities detailed below:

<b>Activity</b>	<b>Date and Frequency</b>	<b>Lead</b>	<b>Reported to</b>
Annual Report <i>(informed by QAR Data report, and QDP Survey review)</i>	January each year	D&I Manager	Corporation
D&I Policy review	November every 2 years	D&I Manager	Senior Leadership Team
D&I Strategy	April every four years	Senior Leadership Team	Corporation
D&I Self-Assessment Report	November each year	D&I Manager	Quality
Student Council <i>(Standing agenda item at each of three main sites)</i>	Termly	Vice Principals	D&I Manager
Data Reports <i>(To include complaints, conversion of applications to enrolments, withdrawals, in year retention, achievement and destinations)</i>	In accordance with relevant reporting timelines (at least annually)	D&I Manager	Senior Leadership Team

#### **4. COMPLIANCE**

Everyone in the organisation is responsible for complying with this policy and for raising any concerns they have about their application of it with their line manager, Human Resources or their personal tutor.