



## **Introduction**

The University of Nottingham is a community where everyone can contribute and be appreciated for who they are. All staff, students and University representatives help to make our talented University community what it is. We strive to provide an inclusive, respectful and considerate environment where you can be yourself and where you are supported to accomplish your goals.

For clarity, postgraduate researchers are students unless they have an employment contract with the University.

We aim to ensure that:

- All staff, students and University representatives feel safe, included, comfortable and supported to be their very best in all that they do
- The University is the best it can be, with a high performing and diverse staff and student body
- All staff and students visibly contribute to the values of the University and its wider impact

In order to achieve our goals and live our values, we aim to attract, recruit and retain staff, students and University representatives from the widest available pool of individuals from all groups within society. We will encourage and support you in reaching your potential.

Equally, we will work to ensure our visitors, partners, service users, alumni and other guests and members of the public find themselves treated with respect, dignity, and have their rights protected while working with us, visiting our campuses or accessing our services and events.

## **Our Policy Statement**

We are committed to providing equality of opportunity, outcomes and experiences and to fostering good relations for our diverse community members. We will work to ensure that all of our staff, students and visitors, as well as those that seek to apply to work or study with us, are treated fairly and are not subjected to unlawful discrimination by the University on the basis of their protected characteristic(s).

Our approach to equality, diversity and inclusion builds on the Equality Act 2010, which provides a legal framework to protect people from discrimination, harassment and victimisation in the workplace and wider society on the grounds of:

- Age
- Disability
- Gender reassignment (a personal sense of one's own gender; this can correspond to or differ from the sex we are assigned at birth)
- Marriage or civil partnership
- Pregnancy and maternity
- Race (includes race, colour, nationality (including citizenship), ethnic or national origins)
- Religion or belief including philosophical belief and a lack of belief
- Sex
- Sexual orientation

## Scope

The policy is applicable to all staff, postgraduate researchers, job applicants and current and prospective students. The principles of non-discrimination and equality of opportunity, outcome and experience also apply to the way in which staff and students should treat each other, visitors, contractors, service providers, suppliers and any other persons associated with the functions of the University.

This policy is non-contractual and may be updated and amended at any time. It supplements rather than supersedes any other code of conduct or statement of expectations of behaviour to which a member of our community may be separately subject; for example, the Code of Discipline for Students, the Dignity Policy, the staff Disciplinary Policy and in the case of contractors, their employing organisation's Equality policy.

For the purpose of clarity, this policy also applies to University representatives, which includes consultants, contractors, volunteers (alumni and non-alumni), casual workers and agency workers whilst undertaking work for or representing the University of Nottingham.

## Our approach

In addition to being unjust, we believe discrimination on the grounds of these characteristics represents a lost opportunity to draw on rich and diverse perspectives and experiences, and potentially denies individuals a voice and an opportunity to reach their full potential. We believe it deprives the University of access to the full expression of talent, value and contribution from its community members, which we know is critical to our success.

We believe that discrimination and disadvantage can take different forms and are not always overt or intended; nevertheless, the impact can be profound. The University is committed to:

- Eliminating unlawful direct and indirect discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
- Advancing equality of opportunity between people who share one or more protected characteristics and those who do not
- Fostering good relations between people who share one or more protected characteristics and those who do not

Our EDI Strategic Delivery Plan outlines the steps we are taking which will deliver our equality aims and objectives to:

- Take steps to meet the needs of people from protected groups where these are different from the needs of other people
- Encourage people from protected groups to participate in public life or in other activities where their participation is disproportionately low
- Promote more balanced decision making
- Assess the impact on equality of our policies, projects, procedures and practices through the University of Nottingham Equality Impact Assessment process
- Have an effective data monitoring and analysis process
- Involve staff, students and other stakeholders in the development and delivery of our EDI plans
- Promote equality, diversity and inclusion through internal and external communications
- Ensure that managers and staff actively engage in equality training and especially those who have responsibility for recruitment and selection
- Ensure that existing staff and students, as well as those who seek to apply to work and study with us, are treated fairly and are judged solely on merit and by reference to their skills and abilities

- Ensure that staff, students and their representatives are provided with appropriate forums to discuss equality, diversity and inclusion issues and raise any concerns
- Ensure that all contractors and service providers operating on behalf of the University are aware of this policy and adhere to it

We aim to take a holistic approach, ensuring that all that we do contributes to a better environment for work and study for all. Every student and member of staff at the University of Nottingham, irrespective of level of study or job, has a critical role to play in life at the University.

This policy has been developed following input from staff and student stakeholder groups and is aligned to the delivery of our EDI Strategic Delivery Plan.

### **Decision-making and accountability**

A successful EDI policy requires the active support of the University community. The University community therefore shares responsibility for the successful application of this policy.

The University Council has ultimate accountability for compliance with the University's equality obligations.

The University Executive Board are responsible for the delivery of our equality, diversity and inclusion policy and plans. Day-to-day operational responsibility for this policy and its implementation has been delegated to the Pro-Vice-Chancellor for Equality, Diversity, Inclusion and People (PVC EDIP) and our Equality, Diversity and Inclusion (EDI) Committee.

Our leaders and managers have a responsibility to:

- Set a good example by treating all members of the University with dignity and respect and challenging unacceptable behaviour
- Ensure all staff and students are aware of this Policy and know how to report discrimination, harassment or bullying, and that reporting incidents does not result in victimisation
- Present their staff with information (or knowledge about where to find such information) about employee rights as defined by University policies
- Deal with complaints as fairly and as promptly as possible
- Ensure visitors, consultants, volunteers, partners, service users, alumni and other guests and members of the public are aware of the policy or have access to the policy if required

Staff, students and University representatives have a responsibility to:

- Read and adhere to this policy and the related Dignity Policy and procedure
- Challenge unacceptable behaviour where it is safe to do so
- Report unacceptable behaviour in a safe manner

The University will work in partnership with its recognised campus Trade Unions and the Students' Union, as well as external organisations where appropriate, to combat all forms of unlawful discrimination.

### **Implementation**

This policy will be made available to all staff, students, University representatives and applicants in order that they are aware of their entitlements and responsibilities regarding equality, diversity and inclusion.

Any staff member, student or representative who believes that they may have been the victim of discrimination, harassment, bullying or victimisation shall have protection under the University's Dignity Policy and Procedure, which also includes information on how to raise a complaint and support available.

Should a member of the public have a complaint in relation to this policy they should follow the complaints procedure.

## **External profile**

The University of Nottingham will join appropriate organisations in order to network, exchange best practice and generally raise the organisation's profile. We will also build relationships with other universities, organisations and bodies to help us deliver our equality, diversity and inclusion delivery plans. We may also, from time-to-time, sponsor events and activities that promote equality, diversity and inclusion and the activities of the University of Nottingham.

## **Sanctions**

A failure to comply with the principles set out in this policy may be considered a disciplinary offence and will be addressed through the relevant procedures which includes, but is not limited to, the staff Disciplinary Policy and the Code of Discipline for Students. Discriminatory acts by an individual providing services to or on behalf of the University will be treated as a fundamental breach of the University's contract terms.

## **Monitoring and reporting**

Monitoring will take place through the Annual Diversity Report and relevant dashboards/reports as may be prepared for EDI Committee and its sub-committees/groups eg Athena Swan and Race Equality Charter Self-Assessment teams.

We will publish equality information and objectives and gender pay gap reporting.

We will also collect information about staff and students with protected characteristics and conduct equality impact assessments to understand and, where possible, mitigate the impact of decisions and policies on staff and students from groups with protected characteristics.

## **For more information or support**

- To learn more about our EDI approach and activities, please visit: [www.nottingham.ac.uk/edi](http://www.nottingham.ac.uk/edi)
- To learn more about our EDI Strategic Delivery Plan, please visit: <https://www.nottingham.ac.uk/edi/edi-strategic-delivery-plan.aspx>
- To learn about our Dignity Policy, please visit: <https://www.nottingham.ac.uk/hr/guidesandsupport/complaintsgrievanceanddignity/dignity/dignity-at-nottingham.aspx>
- To access support from a Dignity Adviser, please visit: <https://www.nottingham.ac.uk/hr/guidesandsupport/complaintsgrievanceanddignity/dignity/dignity-at-nottingham.aspx>
- To see our policies relating to family-related leave and health, please visit: [www.nottingham.ac.uk/hr/equality-diversity](http://www.nottingham.ac.uk/hr/equality-diversity)

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The University will review the links provided in this policy every 24 months.

**HR Department  
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