



# St Hugh's College, Oxford

## Equality Policy

### St Hugh's College's Aims

St Hugh's College's Governing Body emphasises that the principles of free expression, academic freedom, autonomy, confidentiality, privacy and equality of rights, according to law, provide the overarching context within which any policy of the College is to be implemented; and any duty imposed by regulation must be implemented in a manner that is proportionate and positively secures and protects those rights.

The College is committed to fostering an inclusive culture which promotes equality, values diversity and maintains a working, learning and social environment in which the rights and dignity of all its staff and students are respected.

### St Hugh's College's Commitment

The College embraces diversity amongst its members and seeks to achieve equity in the experience, progression and achievement of all students and staff through the implementation of transparent policies, practices and procedures and the provision of effective support.

The College recognises that equality should be embedded in all its activities and will seek to promote awareness of equality and foster good practice. St Hugh's is committed to a programme of action to support its Equality Policy, to monitoring its effectiveness, and to publishing information on progress towards equality aims.

In exercising these policies, practices, procedures and other functions, St Hugh's will have due regard to its duties under the Equality Act 2010 and to the protected characteristics specified within it (age, disability, gender reassignment, marital and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation), as well as other relevant circumstances including parental or caring responsibilities, contract type, and working hours.

In particular, St Hugh's College will:

- Encourage applications for study and employment from the widest pool of potential candidates, especially where representation is disproportionately low;
- Take steps to meet the particular needs of individuals from protected groups where these are different from the needs of others;
- **In respect of students**, seek to attract applicants of the highest quality and potential, regardless of background. Decisions on the admission of students will be based solely on the individual merits of each candidate and the application of selection criteria appropriate to the course of study; and
- **In respect of staff**, ensure that entry into employment and progression within employment are determined solely by criteria which are related to the duties of a particular post and the relevant salary scale; and support career development and progression to ensure diverse representation and participation at all levels.

St Hugh's College expects all members of the College community to treat each other with respect, courtesy and consideration and does not tolerate any form of bullying or harassment. The College [Harassment Policy](#) follows the University's [Policy on Harassment and Bullying](#), which is supported by the University's [Harassment Advisory Service](#).

### **Application of the Equality Policy**

This Policy applies to all members of the College community, including students and staff, applicants, associate members, and visitors.

All members of the College community are expected to act in accordance with this Policy and to treat colleagues with respect at all times.

All visitors to the College, including contractors, and people operating on behalf of St Hugh's, whether on College premises or elsewhere, have a responsibility to behave in accordance with the principles of this Policy.

As appropriate within the collegiate university, individuals may additionally be due to observe the equality policies adopted by other colleges.

### **Responsibilities**

- **Governing Body** will provide mechanisms through which the University of Oxford and St Hugh's College's strategic objectives for equality and diversity can be determined.
- **Equality Committee** oversees the implementation of the Equality Policy, the production of the annual Equality Report, Action Plan and Benchmarks and measures progress against the Action Plan.
- **Fellows and Managers** are responsible for the day-to-day implementation of this Policy and for supporting the delivery of St Hugh's College strategic objectives for equality and diversity with the College constituency for which they are responsible.
- **All academic staff** should promote an inclusive research and learning environment.
- **All support staff and students** have a responsibility to observe this Policy.

### **Complaints**

Any prospective or current student, academic or member of staff, or visitor who has a complaint concerning a breach of this Policy, may bring such a complaint to the College.

The College regards any breach of this Policy as a serious matter to be dealt with through its agreed procedures and which may result in disciplinary action.

*[Last Edited By FW 24.03.16, DH 09.06.16]*

Approved: Equality Committee [6 June 2016]

Approved: Governing Body [15 June 2016]