EQUALITY POLICY

EQUAL OPPORTUNITIES POLICY STATEMENT

St Peter’s College welcomes diversity amongst its students, staff and visitors, recognising the particular contributions to the achievement of its educational purposes that can be made by individuals from a wide range of backgrounds and experiences.

In relation to staff, the policy and practice of the College requires that all staff are afforded equal opportunities within employment and that entry into employment with the College and the progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post and the relevant salary structure.

In all cases, ability to perform the job would be the primary consideration. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another because of his or her sex, marital status, gender reassignment, sexual orientation, racial group, ethnicity or nationality, age, religious opinion or affiliation, political opinion or affiliation, or disability.

This statement applies to the selection and recruitment of staff, to their appraisal, training, promotion and development, the terms and conditions of their employment and to the arrangements for the handling of grievances, disciplinary matters and staff exits.

In relation to students, the College aims to provide education of excellent quality at undergraduate and postgraduate level for able students, whatever their background and circumstances.

In pursuit of this aim, the College is committed to using its best endeavours to ensure that all of its activities are governed by the principles of equality of opportunity, and that all students are helped to achieve their full academic potential.

This statement applies to recruitment and admissions, to the curriculum, teaching and assessment, to welfare, disciplinary, administrative and support services, student progress, including retention and dropout, and to the development and training of academic staff.

This policy statement is support by College policies and procedures for staff and students, and underpinned by the University of Oxford’s own equal opportunities policy and procedures.

ROLES AND RESPONSIBILITIES

The Master and the Governing Body have ultimate overall responsibility for the effective implementation and development of the Equality Opportunities Policy.

All College committees are responsible for ensuring that this policy is complied with in all their duties and functions in relation both to students and staff.

The day to day operation of this policy and the development, maintenance and monitoring of supporting procedures will lie with:
The Master and Fellows, as member of the Governing Body and College Officers are responsible in relation to the teaching and research and the discharge of any executive responsibilities. The Senior Tutor is responsible in relation to oversight of undergraduate teaching. The Tutor for Graduates is responsible in relation to graduate supervision and welfare. The Bursar is responsible in relation to oversight of non-academic staff. The Dean and the Junior Dean are responsible in relation to student discipline. The Senior Welfare Advisers are responsible in relation to student welfare. The MCR Officers and JCR Officers are responsible for publicising and promoting the policy in relation to their respective bodies.

Every member of staff will have individual responsibility for complying with this policy. Failure to comply with the equal opportunities policy may result in disciplinary action being invoked.

MONITORING OF EQUAL OPPORTUNITIES POLICY

The College will review the equal opportunities policy annually to assess its effectiveness.

The review may consist of:

The collection and classification of information regarding the race in terms of ethnic/national origin, the sex, age and disability of all current employees. The examination by ethnic/national origin, sex, age and disability of the distribution of employees and the success rate of applicants. Recording recruitment, training and probational records of all employees, the decisions reached and the reasons for those decisions.

This policy can also be found on the College’s website at http://www.spc.ox.ac.uk/downloads/73/official_information.html. The policy may be amended/updated from time to time.

If you feel or consider that you have been disadvantaged because of your age, race, religion, sex, sexual orientation, or disability, do not hesitate to report the matter to your Manager/Supervisor in order for the issue to be fully investigated and resolved.

If you have a disability for the purposes of the Equality Act 2010, you should notify your Manager/Supervisor so that reasonable adjustments in the workplace can be considered.