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Policy lead (Staff member accountable)	Head of HR
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Related GBS policies
<ul style="list-style-type: none"> ▪ GBS Student Charter ▪ GBS Student Code of Conduct ▪ GBS Academic Good Practice and Academic Misconduct Policy and Procedure ▪ GBS Academic Appeals Policy ▪ GBS Student Protection Plan ▪ GBS Student Disciplinary Policy ▪ GBS Student Complaints Policy and Procedure ▪ GBS Anti-Harassment and Anti-Bullying Policy ▪ GBS Staff Complaints Policy and Procedure ▪ GBS Grievance Policy
External Reference Points
<ol style="list-style-type: none"> 1. Information Commissioner's Office, Accessed online at: https://ico.org.uk/ 2. UK Public General Acts, <i>Data Protection Act 2018</i>, Accessed online at: https://www.legislation.gov.uk/ukpga/2018/12/contents/enacted 3. UK Public General Acts, <i>Mental Health Act 2007</i>, Accessed online at: https://www.legislation.gov.uk/ukpga/2007/12/contents 4. UK Public General Acts, <i>Equality Act 2010</i>, Accessed online at: https://www.legislation.gov.uk/ukpga/2010/15/contents 5. UK Public General Acts, <i>Disability Discrimination Act 1995</i>, Accessed online at: https://www.legislation.gov.uk/ukpga/1995/50/contents

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Global Banking School Equality and Diversity Policy

1. Policy Statement

1.1. Global Banking School (GBS) seeks to provide students an experience that changes the lives of all our students, fosters a culture of positive wellbeing and values their voices. GBS is committed to supporting, developing, and promoting equality and diversity in all its practices and activities and aims to establish an inclusive culture free from discrimination and based upon the values of dignity, courtesy,

- Ensure that members staff receive appropriate Equality and Diversity training.
- To ensure that selection and appointment procedures, performance management processes, staff development opportunities, and disciplinary and grievance processes are fairly and consistently applied to all staff.
- To treat all staff applications for flexible working practices on a fair and equitable basis, and to provide reasonable and objective reasons when such requests are refused.
- To ensure that student selection and admissions procedures, assessment processes, career development opportunities and disciplinary and complaints procedures are fairly and consistently applied to all students.
- To

- To actively encourage non-discriminatory practices and to report any incidences of behaviour that fail to comply with this policy.
 - To be aware of and support this Equality and Diversity Policy.
 - Staff to undertake appropriate Equality and Diversity training.
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- GBS Student Representative Committee plays an important role to consider matters with regards to the general student experience. Student Representatives are responsible for delivering messages to the wider student body in relation to our zero-tolerance policy and the possible consequences and actions that we will take regarding inequality and discrimination.

 - GBS Board of Directors will have an oversight of the Equality and Diversity procedures and will be regularly provided with anonymised data.

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5.4 All staff will have equal access to induction, personal and career development opportunities, and facilities.

5.5 *Performance Management*

5.5.1 Probation and appraisal procedures will be clear and transparent and will be applied fairly across all staff.

5.6 *Discipline and Grievance*

5.6.1 Disciplinary and grievance procedures will be applied fairly and transparently for all staff. Allegations of discrimination, harassment or inappropriate behaviour will be dealt with under the appropriate disciplinary procedures for staff.

6. Application of the Equality and Diversity Policy: Students

6.1 *Responsibility Recruitment, Selection and Admission*

6.1.1 All information contained in prospectuses, websites and other material used in the recruitment of students will promote equality of opportunity and refer to this policy. All staff involved in the recruitment, selection and admission of students will have an awareness of equality and diversity.

6.2 *Assessment*

6.2.1 There will be clear, consistent, and transparent criteria for student assessments and all assessments will take place on an equal opportunities' basis.

6.3 *Career Planning and Participation*

6.3.1 All students will have access to career planning support and will be encouraged to participate fully uragpp.4 (s)-1ull.8 (c)-1.7 D(t)5.8 (yn{1ul)-13.4 urs. encour encouraged Td[A]1.3 01 (be)T(l)-1 td traapo

11.2 All documentation relating to complaints will be kept confidential and shall be disclosed only to those persons who have a right to the information by virtue of their role. For Data Protection purposes and compliance matters, please contact dpa@globalbanking.ac.uk.

12. Alternative Format

12.1 This policy can be provided in alternative formats (including large print, audio and electronic) upon request. For further information, or to make a request, please contact:

- **Name:** Student Welfare Management Team
- **Position:** Student Welfare Officer/Manager
- **Email:** welfare@globalbanking.ac.uk

Annex 1- Global Banking School Values

- ❖ Our vision is *'to change lives through education that makes a fundamental difference to living standards and access to learning'*.

- ❖ We believe that education is transformational. It enables personal growth which can lead to better employment prospects.
- ❖ Our values are not just a set of words, they define who we are and what we strive to be as an organisation.
- ❖ We want to put our values at the heart of everything that we do, and we need our

Annex 2- Glossary of Key words/terms

Age A protected characteristic. A person belonging to a particular age (for example, 65-year-old) or a range of ages (for example 50 to 60 years of age).

Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.

Direct Discrimination Is where a person or group of people is treated less favourably than another individual or group of people because of a protected characteristic.

Direct Discrimination by Association Is where a person or group of people is treated less favourably because they associate with another person or group of people who has protected characteristics.

Direct Discrimination by Perception Is where a person or group of people is treated less favourably than another person or group of people because other people or groups of people think they have a protected characteristic.

Disability A protected characteristic. A person has a disability if she or he has a physical or mental impairment which has a substantial long term and adverse effect of the person's ability to carry out normal everyday activities. Long term means that the disability has lasted or is likely to last for at least 12 months (or more).

Race A protected characteristic. Race refers to a group of people defined by their race, colour, nationality (including citizenship) and ethnic or national origins.

Reasonable Adjustment The duty to make reasonable adjustment is made up of three requirements. For providers of education these requirements are to take reasonable steps to:

(i) Avoid the substantial disadvantage where a provision, criterion or practice puts disabled students at a substantial disadvantage compared to students who are not disabled.

(ii) Remove or alter a physical feature or provide a reasonable means of avoiding such a feature where it puts disabled students at a substantial disadvantage compared to students who are not disabled.

(iii) Provide an auxiliary aid where disabled students would, but for the provision of such an auxiliary aid, be put at a substantial disadvantage compared to students who are not disabled.

Religion or belief A protected characteristic. Religion means any religion or a lack of religion. A religion need not be mainstream or well-known to gain protection as a religion. A religion must have a clear structure and belief system. Belief system means any religious or philosophical belief and includes lack of belief. A belief should affect your life choices or the way you live for it to be included in the definition.

Sex A protected characteristic. A male or a female. **Sexual Orientation** A protected characteristic. Sexual orientation is a person's sexual attraction to persons of the same sex (a gay man or a lesbian), persons of the opposite sex (heterosexual) or either sex (bisexual).

Victimisation Is where a person or group of people are treated less favourably because they have, for example, raised a complaint or grievance under the Equality Act 2010.

Annex 2- Legislative Framework

The Equality Act 2010 (<https://www.gov.uk/guidance/equality-act-2010-guidance>) brought together over 116 separate pieces of legislation into one single Act. Combined they make up a new Act that provides a legal framework to protect the rights of individuals and advance equality of opportunity for all. The Act protects individuals from unfair treatment and promotes a fair and more equal society.

The nine main pieces of legislation that were merged into the Equality Act 2010 were:

The Equal Pay Act 1970

The Sex Discrimination Act 1975

The Race Relations Act 1976

The Disability Discrimination Act 1995

The Employment Equality (Religion or Belief) Regulations 2003

The Employment Equality (Sexual Orientation) Regulations 2003

The Employment Equality (Age) Regulations 2006

The Equality Act 2006, Part 2

The Equality Act (Sexual Orientation) Regulations 2007

Protected Characteristics are definitions for groups of people given protection under the Equality Act 2010.

Annex 3- Examples of Discrimination, Harassment and Victimization

(a) Example of direct discrimination

A providing higher education programmes rejects a prospective male student's application to a childcare programme of study because the Admissions Tutor does not think it appropriate for a male to be working with young children.

This would constitute unlawful discrimination on the grounds of the protected characteristic of sex.

(b) Example of direct discrimination by association

Janet applies to a language class and discloses to the tutor that her boyfriend is Jewish, although she is not. The tutor then tells Janet that he has made a mistake and that the class is full. Later, JaJaJ Tw 6c

(e) Example of Harassment

A member of staff makes a derogatory remark about a student going through gender reassignment. Another member of staff finds the first member of staff's remark offensive.

The member of staff's derogatory remark would constitute harassment.

(f) Example of victimisation

An individual ran a training seminar for unemployed people to help them prepare their CVs. Mohammed, a Muslim delegate attending the seminar, wrote to complain that he was not excused from part of the seminar to attend afternoon prayers. The next time Mohammed applied to attend a follow up seminar he was told that there were no places left, but later found out that his friend had been given a place, even though he had applied after Mohammed.

Mohammed had been victimized because he had made a complaint related to his religion.

(g) Example of disability discrimination

A student diagnosed with autism often speaks out of turn during tutorials, which can create a disruptive atmosphere for the tutor and other students. Because of his behavior the student with autism is asked not to attend tutorials in future.

This is likely to constitute discrimination arising from disability.