

Equality and Diversity Policy

Owner	Head of HR
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1. Purpose

- 1.1 The Turing is committed to providing equal opportunities for all existing employees and potential employees. It opposes all forms of unfair discrimination and endeavours to treat all with dignity and respect and provide a working environment free from any discrimination, victimisation and harassment.

2. Scope

- 2.1 This policy applies to all employees of the ATI.
- 2.2 This policy does not apply to those workers provided by a third party. For individuals who are grant funded, for example Faculty Fellows, Research Fellows, PhD students and Secondees etc., this policy will apply until a time when formal action is required. At this point the grant holder/Secondee should refer to their respective Affiliated University or Employer's own Equality and Diversity policy.

3. Policy

- 3.1 The Equality Act 2010 makes it unlawful to discriminate directly or indirectly in recruitment or employment or harass customers or clients because of; age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (which includes colour, nationality and ethnic and or national origins), religion or belief, sex and sexual orientation which are known as 'protected characteristics'.
- 3.2 All employees will be made aware of the Equality and Diversity Policy upon commencing employment.
- 3.3 The Turing is committed to providing equal opportunities in recruitment and employment, including terms and conditions, pay, performance management, promotion, transfers, training, dismissals and after the employment relationship ends i.e. reference letters (all reference requests should be forwarded to HR).
- 3.4 Equality and Diversity training will be provided to all staff on a regular basis through workshops or e-learning modules.
- 3.5 Any issues relating to equal opportunity and diversity practices will be reported to senior management.

4. Types of unlawful discrimination

- 4.1 All staff should familiarise themselves with the following types of discrimination and ensure that best practice is applied in all aspects of their role.
 - 4.1.1 **Direct discrimination** is where a person is treated less favourably than another because of a protected characteristic, for example, refusing to employ a woman because she is pregnant.

- 4.1.2 **Indirect discrimination** is where a provision or criterion is applied that is discriminatory in relation to individuals who have a relevant protected characteristic (except for pregnancy and maternity which is covered by indirect sex discrimination) such that it would be to the detriment of people who share that protected characteristic compared with people who do not.
- 4.1.3 **Harassment** is defined as unwanted behaviour which intends to, or which creates the effect of violating a person's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment for that person. Harassment is addressed in more detail in the Bullying and Harassment policy.
- 4.1.4 **Associative Discrimination** is where an individual is directly discriminated against or harassed for association with another individual who has a protected characteristic.
- 4.1.5 **Perceptive discrimination** is where an individual is directly discriminated against or harassed based on a perception that they have a particular protected characteristic when they in fact do not have a protected characteristic (excluding marriage and civil partnership and pregnancy and maternity).
- 4.1.6 **Victimisation** occurs where an employee is subjected to a detriment, such as being denied a training opportunity or a promotion because they made or supported a complaint or raised a grievance under the Equality Act 2010, or because they are suspected of doing so.

5. Discrimination arising from disability

- 5.1 Employers are prohibited from treating a disabled person unfavourably because of something arising from their disability unless:
- The treatment is a proportionate means of achieving a legitimate aim
 - The employer did not know, and it was reasonable for the employer not to have known, that the person had the disability
- 5.2 **Failure to make reasonable adjustments** is where a physical feature or a provision, criteria or practice puts a disabled person at a substantial disadvantage compared with someone who does not have that protected characteristic and the employer has failed to make reasonable adjustments to enable the disabled person to overcome the disadvantage.

6. Employee responsibility

- 6.1 All employees are obliged to behave in a way that supports this policy which should be read with reference to the Code of Conduct and the Bullying and Harassment policy. It is their responsibility to be sensitive about the impact they have on others and not to discriminate against or harass colleagues, or condone discrimination or harassment by others.
- 6.2 An employee who maliciously makes an unfounded complaint will be subject to disciplinary action.

7. Advertising

- 7.1 The Turing stipulates on all externally advertised vacancies, that it is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

8. Complaints

- 8.1 If an employee has a grievance, they should raise their complaint with their line manager in the first instance to see if it can be resolved. Should employees not wish to do this, or if they have attempted this channel and the issue has not been resolved, they should use the Turing's Grievance procedure to make a complaint.
- 8.2 All complaints will be treated seriously and confidentially and the Turing recognises that making a complaint of this nature is often difficult and emotionally challenging. Employees will be protected from harassment, victimisation or discrimination for making a complaint or assisting in an investigation. Any acts of retaliation or intimidation against an employee will be treated as a disciplinary offence.

9. Policy review

- 9.1 This policy will be regularly reviewed to incorporate any legislation changes

10. Document Control (Very last page – Separate)

10.1 Version Control

Version Control				
Version (Issue No.)	Date of Issue	Author	Approved	Owner
0.1	29/11/16	CR		CR

10.2 Related Documents

Related Documents	
Document Title	Doc. Ref. No.
Code of Conduct	
Bullying and Harassment	
Grievance Procedure	