

## **UNIVERSITY COLLEGE BIRMINGHAM**

### **EQUAL OPPORTUNITIES STATEMENT**

The College is committed to a policy of equal opportunities. The aim of the policy is to ensure that all applicants, students, employees and all those involved in its work and other users of College facilities receive fair and equal treatment. The College will aim to provide a service that, in its teaching, administration and support actively promotes equality of opportunity and freedom from discrimination on the grounds of age, cultural background, disability, ethnicity, gender, marital status, religion or sexual orientation.

The College fosters an environment where discrimination is seriously challenged. It is committed to equality and justice and will attempt to eradicate discrimination in all spheres of its influence by:

- Developing an awareness of the dangers of discrimination and prejudice and the need to counter discrimination and prejudicial practices;
- Providing for the particular educational needs of students, having regard to their individual social, ethnic, cultural and linguistic backgrounds;
- Preparing students for life in a modern day society, building on strengths of cultural diversity and mutual tolerance;
- Enabling all staff to deliver a quality service, building upon strengths of cultural diversity and mutual tolerance.

#### **To achieve the above the College:**

- Is committed to combating and counteracting all forms of discrimination
- Will reflect cultural differences and prohibit discriminatory materials
- Is opposed to all forms of discriminatory behaviour; perpetrators will face disciplinary measures
- Will monitor recruitment, admissions, assessment procedures, placements and training materials
- Will forge links with community organisations
- Will encourage applications for staff appointments from ethnic minority groups, women and people with disabilities.
- Will encourage applications from previously under-represented groups
- In developing its infrastructure the College will recognise the needs of its client groups e.g. disability access.
- Sensitive data will be processed in accordance with the Data Protection Act 1998.

## **RECRUITMENT OF EX-OFFENDERS**

- The College is committed to the fair treatment of its staff, potential staff or users of its services, regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background.
- As an organisation we use the Criminal Records Bureau (CRB) Disclosure service to assess the suitability of all prospective appointments. Offers of appointment will only be made after a disclosure has been received from the CRB.
- The College complies fully with the CRB Code of Practice and makes a copy of the Code available to applicants on request. We undertake not to discriminate unfairly against any subject of a Disclosure on the basis of conviction or other information revealed.
- We encourage all applicants called for an interview to provide details of any criminal record at an early stage rather than leave it to the Disclosure process to provide this information. At interview, or subsequently, we can then ensure that an open and measured discussion takes place on the subject of any offences or other matter that might be relevant to the position. Failure to reveal information that is directly relevant to the position sought could lead to a withdrawal of an offer of employment.

**Having a criminal record will not necessarily bar you from working with us.** This will depend on the nature of the position and the circumstances and background of any offences.

## **APPLICANTS WITH DISABILITIES**

The College is a Disability Symbol (two ticks) user. As such we guarantee to interview any candidate with a disability who meets all the essential criteria in our person specification, and to make any reasonable adjustments, both to enable the candidate to take part in the interview and selection process, and to take up the post if successful.

Candidates with a disability should contact the Personnel Manager (0121 243 0082) before interview if they require any adjustments to be made for the interview and or selection tests.