

## Gower College Swansea Strategic Equality Action Plan 2015-2018

<b>Generic Objectives for all Protected Characteristics</b>				
<b>Objective</b>	<b>Action</b>	<b>Outcome</b>	<b>Responsible</b>	<b>When</b>
1. Promote staff awareness and understanding of our legislative duties, equality objectives and ways of advancing equality through their work.	<p>Promote awareness across the organisation, via induction, staff development events, meetings, etc</p> <p><b><i>Ensure full time and fractional staff undertake training on e &amp; d duties &amp; objectives; embedding E&amp;D in teaching &amp; learning &amp; services; accessibility or any other training to meet departmental or college priorities at least every 3 years.</i></b></p>	<p>Staff know what our legislative duties and equality objectives are and understand what actions they can take to help achieve these. Staff receive training on identified priorities to help advance equality and address areas for improvement.</p>	College Management Team	July 2016 ongoing
2. Engage protected groups in identifying our priorities and equality objectives, and in reviewing our provision and progress.	<p>Engage and consult with staff, students, external stakeholders (partners, community groups, relevant agencies etc) representing each protected characteristic, via various communication, feedback and review mechanisms (focus groups, networks, etc</p>	<p>Organisational priorities and equality objectives reflect the needs and priorities of protected groups and views of protected groups are taken into account when reviewing our progress and practices.</p>	College Management Team	<p>Sep 2015 (consultation )</p> <p>March 2016 (progress review)</p>

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<p>3. Foster good relations and positive attitudes to equality and diversity, and promote awareness of equality issues - in college and the wider community.</p>	<p>Engage a greater range and number of curriculum areas in college and community activities and events promoting positive attitudes and relations and awareness of equality issues (including discrimination and harassment by association and perception <b>and human rights</b>).</p> <p>Continue to develop more targeted and effective partnerships with community groups and representative organisations to promote awareness of issues affecting protected groups and support positive action strategies.</p> <p><b>Allocate a more suitable room to be used as a multi-faith prayer room at Tycoch campus.</b></p>	<p>Students and staff more aware of <b>human rights</b> and equality issues affecting particular groups and have more positive attitudes to diversity.</p> <p><b>People of different faiths feel more welcome and have a more suitable environment for prayer/worship.</b></p>	<p>Deans of Faculty &amp; Director of Skills Business Development.</p> <p>College Management Team</p> <p><b>Estates Manager</b></p>	<p>Dec 2015 ongoing</p>

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<p><b>4. Make more effective use of equality data to inform practices, operational and curriculum planning and positive action strategies.</b></p>	<p><b>Encourage staff and students to</b> provide data by protected characteristic (e.g. through e-portfolios, <b>equality monitoring forms and on-line requests when logging on to the college network.</b></p> <p><b>Disseminate</b> and use this information and to:</p> <ul style="list-style-type: none"> <li>- <b>monitor, review</b> and report on student <b>admissions</b>, enrolment, <b>retention</b> and attainment by protected characteristic;</li> <li>- publish the required employment information by protected characteristic;</li> <li>- identify and report on any pay differences;</li> <li>- <b>inform positive action strategies, curriculum planning and self-assessment and employment practices.</b></li> </ul>	<p>Better informed service delivery and employment practices-taking the needs of different groups into account in operational and curriculum planning.</p> <p>Better monitoring of progress as part of the quality cycle.</p>	<p>College Management Team</p>	<p>Oct 2015</p> <p>March 2016 ongoing</p>

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<b>Objective</b>	<b>Action</b>	<b>Outcome</b>	<b>Responsible</b>	<b>When</b>
<p>5. <b>Identify and disseminate progress and areas for improvement more effectively as part of the quality cycle.</b></p>	<p><b>Hold targeted staff and student focus groups and consult Student Council to obtain feedback from protected group and to identify progress and areas for improvement.</b></p> <p><b>Ensure relevant equality data and evidence of progress is included in the self-assessment process and reports.</b></p> <p><b>Improve dissemination and use of feedback and evidence</b> to identify progress and areas for improvement and <b>share good practice.</b></p>	<p>Better informed service delivery and employment practices-taking the needs of different groups into account in operational and curriculum planning.</p> <p>Better monitoring of progress as part of the quality cycle.</p>	<p>College Management Team</p> <p><b>Vice Principal Academic Services</b></p>	<p>March 2016 ongoing</p>

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<b>Objective</b>	<b>Action</b>	<b>Outcome</b>	<b>Responsible</b>	<b>When</b>
<p>6. Use relevant information and feedback to assess the impact of policies and practices on protected groups more effectively.</p>	<p>Undertake impact assessments as part of the policy development and review process.</p> <p><b><i>Ensure that evidence and outcomes of impact assessments are considered by the College Management Team when approving policies.</i></b></p> <p>Include protected groups likely to be affected by policies and procedures on working groups and/or feedback from students, staff and representative groups or organisations.</p> <p>Use relevant information and data available to inform impact assessments.</p>	<p>Better informed policies, procedures, practices and strategic decision-making- taking the needs of different groups into account.</p>	<p>College Management Team and policy writers.</p>	<p>Sep 2015 Ongoing</p>

## Gower College Swansea Strategic Equality Action Plan 2015-2018

### Objectives for Specific Protected Characteristics – Sex

<b>Objective</b>	<b>Action</b>	<b>Outcome</b>	<b>Responsible</b>	<b>When</b>
7. Recruit more male and female students and employees in areas and roles where they are currently underrepresented.	<p>Identify and prioritise programme areas and courses where participation of males or females is disproportionately low.</p> <p>Targeted promotional activity with schools and other partners to challenge stereotyping in subject and career choices and encourage learners to try less traditional routes (via tasters, role models etc).</p> <p><b><i>Make more effective use of former and existing students as positive role models.</i></b></p> <p><b><i>Share effective positive action strategies across the organisation.</i></b></p>	Better representation and balance of males and females across all programmes.	Deans of Faculty & Director of Skills Business Development.	Dec 2015 Ongoing

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<b><i>Objective</i></b>	<b><i>Action</i></b>	<b><i>Outcome</i></b>	<b><i>Responsible</i></b>	<b><i>When</i></b>
7. Recruit more male and female students and employees in areas and roles where they are currently underrepresented.	<p>Identify and prioritise job roles, modes of employment and scales where there is a significant imbalance.</p> <p>Undertake promotional activity &amp; implement positive action strategies to encourage males and females to work in less traditional areas and roles (via targeted partnership activity with local agencies and groups; targeted external advertising &amp; circulation of posts; better use of existing employees as positive role models and mentors; targeted consultation with specific groups &amp; sectors).</p>	Better representation across all departments, teams, functions and levels.	<p>Head of HR Services</p> <p>College Management Team</p>	July 2016 Ongoing

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<b>Objective</b>	<b>Action</b>	<b>Outcome</b>	<b>Responsible</b>	<b>When</b>
<p>8. <b>Develop a fair, transparent and equitable pay system.</b></p>	<p><b>Complete a review of our existing pay system.</b></p> <p><b>Implement a job evaluation scheme to identify any equal pay issues relating to gender.</b></p> <p>Develop a harmonisation strategy to address identified equal pay issues, including gender pay equality objectives.</p>	<p>Equal pay issues identified and addressed across the organisation.</p>	<p>Head of HR Services</p> <p>Principal</p>	<p>July 2018</p>

## Gower College Swansea Strategic Equality Action Plan 2015-2018

### Objectives for Specific Protected Characteristics – Race

<b>Objective</b>	<b>Action</b>	<b>Outcome</b>	<b>Responsible</b>	<b>When</b>
9. Improve representation of Black and Minority Ethnic groups in the workforce.	<p>Utilise links with representative organisations and community groups to help identify and support positive action strategies.</p> <p>Advertise posts via networks, representative organisations, community groups and publications which target Black and Minority Ethnic groups.</p> <p><b>Obtain feedback from existing Black and Minority Ethnic staff and leavers to help identify barriers and areas for improvement.</b></p>	More representative workforce, reflecting the ethnic and cultural diversity of the local area and student cohort.	Head of HR Services	July 2016

## Gower College Swansea Strategic Equality Action Plan 2015-2018

### Objectives for Specific Protected Characteristics – Disability

<i>Objective</i>	<i>Action</i>	<i>Outcome</i>	<i>Responsible</i>	<i>When</i>
10. Improve accessibility of college facilities, services, <b>teaching and learning</b> and progression and employment opportunities for disabled people.	<p>Obtain feedback from disability organisations, specialist staff and disabled students and staff when undertaking access surveys and planning adjustments to facilities and sites.</p> <p>Use this information to identify areas for improvement and address issues as far as possible. <b>Further</b> improve links with disability groups and organisations, local employers, career services and other providers to identify progression and employment opportunities for disabled students and develop more effective referral and support systems to aid transition.</p>	Greater equality of access and opportunities for disabled people.	College Management Team	March 2016 Ongoing

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<b>Objective</b>	<b>Action</b>	<b>Outcome</b>	<b>Responsible</b>	<b>When</b>
<p>10. Improve accessibility of college facilities, services, <b>teaching and learning</b> and progression and employment opportunities for disabled people.</p>	<p><b>Improve awareness, training and use of assistive technologies for inclusive teaching, learning and communication.</b></p> <p><b>Further improve utilisation of Learning Support Assistants and information on identified support needs in planning and provision of support for mainstream learners.</b></p> <p><b>Further improve procedures for collecting information and making reasonable adjustments for staff who become disabled during their employment.</b></p>	<p>Greater equality of access and opportunities for disabled people.</p>	<p>College Management Team</p>	<p>March 2016 Ongoing</p>