



Equality, Diversity And Inclusion Policy

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Person Responsible: HR Manager & Student Services Manager

Approved By: Governing Body

For Information To: All Staff, Students and stakeholders

Purpose of this document

ISBM University [India] London's commitment to equality, diversity and inclusion (EDI) is fundamental to our core values, ensuring our success as an establishment with a positive and supportive culture, where all staff and students feel empowered and respected.

Equality, diversity, and inclusion require a strong commitment and concerted action to build an inclusive environment where opportunities are open to all, diversity is valued, and where everybody can reach their full potential without fear of harassment, prejudice or discrimination. Therefore, every person in our community has a responsibility to help make the university an inclusive environment where all members feel welcomed and can be themselves.

Purpose:

This policy's purpose is to:

- 1.** Advance equality, fairness and respect for all members of our community who share a protected characteristic and those who do not.
- 2.** Not unlawfully discriminate because of the Equality Act 2010 protected characteristics of:
 - age
 - disability
 - gender reassignment
 - marriage and civil partnership
 - pregnancy and maternity
 - race (including colour, nationality, and ethnic or national origin)
 - religion or belief
 - sex
 - sexual orientation
- 3.** Eliminate all forms of unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- 4.** Foster good relations between people who share a protected characteristic and those who do not.

Our Commitments

ISBM University commits to:

- 1.** Encourage equality, diversity and inclusion in the workplace.
- 2.** Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff/students/stakeholders are recognised and valued. This commitment includes training employees about their rights and responsibilities under the EDI policy. Responsibilities include staff conducting themselves to help the University provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.
All staff should understand that they can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, students, stakeholders and the public.
- 3.** Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, students, stakeholders, visitors, the public and any others during the University's work activities. Such acts will be dealt with as misconduct under the University's grievance and/or disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

4. Make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the University.
5. Make decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
6. Review employment practices and procedures when necessary to ensure fairness and update them and the policy to take account of changes in the law.
7. Monitor the make-up of the workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in this EDI policy. Monitoring will also include assessing how the EDI policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

Agreement to Follow this Policy

The Governing Board has ultimate accountability for compliance with the Equality Act and for ensuring that the University can demonstrate compliance by:

- Removing or minimising disadvantages suffered by people due to their protected characteristics.
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

It is the general expectation that all members of staff, including others who may be working on behalf of the University, will behave in an acceptable manner (treating others with courtesy, respect and consideration) and conduct themselves professionally when interacting with members of the community. Unacceptable behaviour including bullying, harassment and victimisation or discrimination, including but not limited to the protected characteristics covered by the Equality Act 2010, will not be tolerated and any allegations will be taken seriously and dealt with appropriately under the relevant disciplinary and grievance procedures.

Our Disciplinary and Grievance Procedures

Details of the University's grievance and disciplinary policies and procedures are available at the HR Department. This includes with whom an employee should raise a grievance, usually their line manager.

Use of the University's grievance or disciplinary procedures does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged act of discrimination.