



which diversity is valued and equality of opportunity is apparent. The College also seeks to promote equality and inclusiveness in providing services to the external community and in the empl

- 5.1 Overall responsibility for implementing and monitoring the effectiveness of this policy rests with the Senior Management of the College. The Human Resources Manager is responsible for implementing this policy with respect to staff and also for implementing related policies and procedures. This includes ensuring that all staff receive appropriate equality and diversity inclusion training. The Senior Tutor is responsible for implementing this policy with respect to students. The President is responsible for implementing the policy with respect to Fellows.
- 5.2 All individuals are responsible for their own behaviour; they accept the principle that there is equality of opportunity and a respect for diversity for all fellows, staff, students and anyone associated with the College in aspects of College life. Individuals must ensure that they do not support unfair behaviour by choosing to ignore issues and must not incite or collude with unfair or unlawful discrimination.
- 5.3 Any individual found to be responsible for inciting, perpetrating or colluding with discrimination or harassment may face disciplinary action.
6. Complaints of Discrimination or Harassment
  - 6.1 All grievances relating to claims of discrimination in any form will be dealt with promptly and confidentially and will be investigated thoroughly.
  - 6.2 Any who believe they have suffered discrimination, harassment, bullying or other victimisation and have not been able to resolve the matter themselves informally are advised to raise the matter:
    - a) If a student; either informally with a Tutorial Advisor or Welfare Officer or formally through the harassment procedure.
    - b) if a member of staff; either informally with a manager or HR Manager or formally through the grievance procedure (further information can be found in the Dignity and Respect at Work policy)
    - c) If a Fellow in Class A or a member of Academic Staff; with the Master or through the grievance procedure set out in Regulation H.
    - d) If a Fellow in Class B or C; with the Master or through the grievance procedure set out in Regulation H.
    - e) If a visitor; with the Bursar.
  - 6.3 Advice on any of the above procedures can be obtained from the Human Resources Department or Tutorial Department.
7. Monitoring

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