

FFURFLEN MANYLION POLISI
POLICY IDENTIFICATION FORM / FRONT SHEET

FFURFLEN MANYLION / INFORMATION SHEET

Document Title:	Polisi Cydraddoldeb ac Amrywiaeth / Equality and Diversity Policy
Document Type:	Policy / Procedure / Statement / Plan / Standard / Strategy
Document Owner:	Angharad Mai Roberts
Responsible Executive Director:	Gwasanaethau Academaidd Academic Services
Purpose:	Sicrhau cydraddoldeb a chyfle cyfartal ar draws y Grŵp. Ensure equality and equal opportunity across the Grŵp.
Review Cycle:	bob 2 flynedd / every 2 years

Links to Strategic Plan (please delete those that do not apply):	
Leading the way in a Modern World / Our place in the Community / Learner opportunity and success	
Link to Risk Register (please delete those that do not apply):	
STR0007 Non-compliance with health and safety (H & S) regulations and wellbeing strategies STR0008 Concerns re. quality of learning experience. STR0009 Lacking positive relationships with key stakeholders and the community STR0011 GLLM estate is not fit for purpose. STR0017 Lack of diversity and inclusion impacts negatively on learners, employees and stakeholders perception of GLLM	
Link to our Values (please delete those that do not apply):	Equality / Fairness / Respect

Approval Checklist – delete if not applicable:	Date:
• Initial Impact Assessments	07/10/25
• First draft uploaded to Grŵp Portal for initial consultation with staff (via ELD)	08/10/25
• First draft sent to JCC for initial 2 week consultation (via AAH)	08/10/25

● Impact Assessments completed (if applicable)	03/11/25
● Final draft presented to TS	20/10/25
● Final draft presented to JCC (if applicable)	05/11/25
● Final draft presented to SHE (if applicable)	n/a
● Union Approval at JCC / SHE	05/11/25
● Policy presented to _____ Committee*	n/a
● Policy presented to Board	11/12/25
● Policy translated and uploaded to GrŴp Portal	07/01/26

1. INTRODUCTION

1.1. This document summarises GrŴp Llandrillo Menai's (the GrŴp) approach to equal opportunities. The purpose of the document is to draw the GrŴp's commitment to equality and diversity to the attention of all employees, learners and the wider community. The GrŴp will ensure that all staff, learners and people who have contact with the organisation are treated with equality and fairness. This policy applies to all aspects of the GrŴp's work including, but not limited to, marketing, publicity and school liaison, access and environment, curriculum, teaching and learning, staffing, including recruitment and selection, and professional development.

2. LEGISLATION

2.1. The Equality Act 2010 aims to eliminate unlawful discrimination and advance equality of opportunity for all. It protects individuals from unlawful discrimination, harassment and victimisation on the basis of certain characteristics, these are known as protected characteristics. The protected characteristics are:

Age	Disability	Sex
Gender reassignment	Marriage and civil partnership	Pregnancy and maternity
Race	Religion or belief	Sexual orientation

2.2. The Public Sector Equality Duty set out in the Equality Act 2010 requires public bodies to:

- Eliminate unlawful discrimination, harassment and victimisation
- Promote equality of opportunity between people who do and do not share protected characteristics
- Foster good relations between people who share a protected characteristic and those who do not.

3. POLICY STATEMENT

- 3.1. GrŴp Llandrillo Menai ensures, through this policy, that it fulfils its obligations to the principles of equality and diversity by operating within the current legislation, specifically the 2010 Equality Act.
- 3.2. The GrŴp is committed to providing equal opportunities in employment and study and recognises that discrimination and victimisation are unacceptable and that it is in the interests of all to ensure that no learners or staff suffer less favourable facilities or treatment (either directly or indirectly) in recruitment or employment on grounds of age, disability, sex / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, or sexual orientation (the protected characteristics).
- 3.3. The GrŴp's duties in relation to equality and diversity are clearly reflected in its [core values and behaviours](#) (Respect, Equality, Trust, Fairness, Honesty and Ambition.)
- 3.4. This policy is intended to assist the GrŴp to put its commitment to providing equality of opportunity and opposing unlawful discrimination into practice. Compliance with this policy should also ensure that no member of the College community (employees, students and Corporation members) commits unlawful acts of discrimination.
- 3.5. The GrŴp opposes all forms of unlawful and unfair discrimination or victimisation and will take all possible steps to ensure that staff and learners treat each other with respect.
- 3.6. All employees, whether part-time, full-time or temporary, will be treated fairly and with respect. Selection for employment, promotion, training or any other benefit will be on the basis of aptitude

and ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.

- 3.7. The GrŴp's staff will not discriminate directly or indirectly against, or harass learners, customers or clients because of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation in the provision of the GrŴp's education and training provision or other services.
- 3.8.
- 3.9. The GrŴp will ensure that reasonable adjustments are made, as appropriate, to enable disabled staff and learners to overcome substantial disadvantages in the working and learning environment, and in the use of recreational facilities provided.
- 3.10. Regular training and updating sessions will be provided for all staff in order to ensure that they are fully aware of their duties and obligations under the 2010 Equality Act and of best practice in relation to equality and diversity.
- 3.11. Senior leaders promote equality and diversity and inclusion through role modelling the values in specific projects and their day to day work. This means managers who, for example:
 - Role model both the GrŴp values;
 - Meet staff on a regular basis to inform and update;
 - Do what they say they'll do – and tackle problems, mindful of how this affects others;
 - Are clear in direction and expected outcomes;
 - Use a collaborative and consultative style of managing – to encourage more creative results;
 - Foster a culture where everyone can talk about equality with fluency and ease;
 - Consult with others so decision making is not too narrowly focussed.

4. Learners and Studying

- 4.1. Equality, diversity and inclusion is embedded throughout student life at the GrŴp where:
 - Learners have personalised study programmes and support;
 - Diverse teams are encouraged and celebrated;
 - Teamwork, communication and respect are promoted and valued as part of student development;
 - Respect, Equality, Trust, Fairness, Honesty and Ambition are promoted, practiced and expected
- 4.2. The programmes for learning (Pfl), support and extracurricular activities give learners:
 - An unbiased and inclusive insight into the subjects and activities;
 - A broad view of how their course fits within the world;
 - Skills to help them adapt and learn throughout their lives within a changing world;
 - An equal opportunity to achieve success;
 - Opportunities to discuss equality, diversity and inclusion amongst peers and staff to promote and develop a greater understanding;
 - Awareness and understanding of issues and topics relating to safeguarding, protected characteristics, health and wellbeing;
 - Opportunities to discuss our values in an open and safe environment and understand the importance of behaving respectfully.

- 4.3. We are committed to creating a safe, enjoyable and challenging learning experience that ensures respect and inclusion is afforded to all. To achieve this:
- Safeguarding is a number one priority;
 - Harassment and bullying is not tolerated at the Grŵp, including the use of social media and digital technology.
 - We raise awareness and educate people around sexual harassment/abuse and how to report any concerns
 - Creating equal opportunities to access learning and celebrate diversity on our courses, regardless of age, sex, race, disability and background;
 - All learners are encouraged and supported to be ambitious and have high aspirations;
 - Raise awareness, promote respect and tolerance and provide support relating to protected characteristics
 - Personalised support and accessibility to learners with additional learning needs to deliver inclusivity and promote independence;
 - Learners from disadvantaged backgrounds can access a range of financial support to enable access to their education;
 - Feedback to learners is respectful and creates a culture of improvement.

5. SCOPE OF THE POLICY

5.1. This Equality and Diversity policy applies to the following groups of people:

- Job applicants and potential applicants
- Current and former employees
- Current and former learners
- Prospective learners i.e. anyone who has applied to study at the Grŵp
- Contract workers/suppliers
- Agency workers
- Trainee workers and students on work experience or placements
- Volunteers
- Governors
- Visitors

6. IMPLEMENTATION

- 6.1. The ways in which the Grŵp implements this policy are set out in its Strategic Equality Plan. This Plan specifies the Grŵp's duties in relation to the 2010 Equality Act, its Equality Objectives and the details of its Equality Action Plan. The Equality Action Plan contains a number of key objectives, which reflect the functions of Grŵp Llandrillo Menai.
- 6.2. Actions to promote equality of opportunity and celebrate diversity are set out in the Equality Action Plan, as are evidence of achievement, responsibilities and timescales for completion.
- 6.3. An annual Equality Report is published giving details of a range of statistics related to the protected groups as specified in the 2010 Equality Act as well as an update on progress in achieving the objectives set out in the Equality Action Plan.
- 6.4. The Grŵp's Strategic Equality Plan and its Equality Action Plan are published on the Grŵp's website as well as its Annual Equality Report.

7. RESPONSIBILITY, MONITORING AND REPORTING

- 7.1. The Director Bilingual Development, Learning Resources And Skills, and the Bilingual Development and Equality Manager are responsible for reviewing the policy. All learners, staff and GrŴp Board members have a responsibility to act in accordance with this policy.
- 7.2. All staff are responsible for:
 - Operating within this policy at all times
 - Advancing equality of opportunity and fostering good relations
 - Challenging inappropriate language and behaviours
 - Completing mandatory equality and diversity training
- 7.3. Subcontractors, contractors and service providers are responsible for:
 - Following The Equality Act 2010 and any equality conditions in contracts or agreements
- 7.4. The expectations for learners' behaviour are detailed in the Grwp's 'Learner Conduct policy', and all learners are expected to behave responsibly, courteously and respectfully at all times.
- 7.5. Incidents and subsequent action taken as a result of discrimination are reported on a monthly basis in Tîm Strategol meetings. These incidents are reported to the GrŴp by staff and learners through our 'Speak Up' facility, the disciplinary section of eDrac or through direct report to the equality team. [The form can be found here.](#)
- 7.6. The implementation of the Equality and Diversity Policy will be monitored by the GrŴp's Equality and Diversity Panel. This Panel is chaired by a member of Tîm Polisi (Executive Team) and consists of a cross-section of staff and learner representatives. The Panel will meet on a termly basis, or more frequently as necessary.
- 7.7. The Equality and Diversity Panel will oversee the implementation of the Equality Action Plan and will make recommendations for any actions required by the organisation to improve its practices in relation to equality and diversity.
- 7.8. All new policies and procedures developed by GrŴp Llandrillo Menai will be subject to an Equality Impact Assessment in order to ascertain their effect on the groups of staff and learners who will be subject to them.
- 7.9. All complaints received relating to incidents of discrimination, bullying or harassment will be monitored and reported upon on a regular basis to the GrŴp's management teams and to the Corporation.
- 7.10. GrŴp Llandrillo Menai Board will receive regular reports on the implementation of the Strategic Equality Action Plan. It will monitor compliance with relevant legislation and distance travelled in meeting the GrŴp's strategic aims in relation to equality.

8. OTHER RELEVANT POLICIES/ GUIDANCE DOCUMENTS

- 8.1. This policy should be read in conjunction with the following policies and documents:
 - Strategic Equality Plan
 - Leadership Code
 - Complaints Procedure
 - Prevent Duty - Staff Guidance
 - Safeguarding Policy
 - Student Recruitment Service Level Agreement
 - Whistle Blowing Policy
 - Staff Code of Conduct
 - Health & Wellbeing Policy and Procedure
 - Staff Recruitment and Selection Policy
 - Discipline, Grievance and Capability Policy

- Anti-Bullying (Learners) Guidance for Staff & Learners
- Operational Procedures on Trans Equality
- Further Education and Work Based Learning Assessment Policy 23-25
- HE Admissions Policy
- HE Assessment Policy
- HE Fitness to Study Policy
- HE Extenuating Circumstances Policy
- Health & Wellbeing Policy
- Learner Conduct and Positive Behaviour Policy
- Learner Support Screening Process
- Welsh Language Policy

Equality Impact Assessment

Assessment completed by:	Angharad Roberts & Siân Pritchard	Dated:	07/10/2025
Assessment approved by:		Dated:	

Consideration	Response	Special requirements / controls
Which protected groups might be disadvantaged by the policy/process?	This policy is designed to provide equality for all. It is not considered that the policy will have potential for negative impact on any protected groups.	
Which protected groups might benefit from the policy/process?	The policy provides protection and equality for all protected groups identified in the Equality Act 2010. The policy highlights new reporting procedures to ensure appropriate support for individuals in relation to discriminatory incidents relating to protected characteristics.	
Does the policy advance equality and foster good relations?	Yes. The policy ensures all GLLM stakeholders are treated in a consistent, fair and equitable manner.	
Could any part of the process discriminate unlawfully?	Not if the policy is fully adhered to	
Are there any other policies that need to change to support the effectiveness of this one?	No	
Conclusion	Continue the Policy and process	

SIGNED:	Angharad Roberts, Siân Pritchard	Dated:	07/10/2025
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Welsh Language Impact Assessment

Assessment completed by:	Angharad Roberts & Siân Pritchard	Dated:	07/10/2025
Assessment approved by:		Dated:	

Consideration	Response	Special requirements / controls
What positive effects will the implementation of the policy or procedure have on the use of Welsh language?	This policy is designed to provide equality for all and opposes all discrimination. The policy will give confidence to Welsh speaking staff and learners to use Welsh in the college without fear of discrimination. The policy is to be implemented alongside other Grŵp policies and procedures including the Welsh language policy	
What negative effects will the implementation of the policy or procedure have on the use of Welsh language?	This policy will not have a negative impact on the use of Welsh.	
Are there sufficient Welsh-speaking staff available to implement the policy or procedure?	Both the director and manager with responsibility for equality and diversity within the Grŵp are fluent Welsh speakers and can deal with any issues that arise in relation to equality and diversity in either English or Welsh. There are Welsh speaking staff in both the HR and Learner services teams to support the implementation of this policy.	
If not, what steps will be taken to ensure that sufficient staff are available, and by when?	N/A	
Does the policy or procedure comply with Grŵp Llandrillo Menai's Welsh Language Schemes/Language Strategy?	Yes	
Conclusion	Continue the Policy and process	

SIGNED:	Angharad Roberts, Siân Pritchard	Dated:	07/10/2025
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Sustainability Impact Assessment

Assessment completed by:	Lisa Fowlie	Dated:	03.11.2025
Assessment approved by:		Dated:	

Consideration	Response	Special requirements / controls
How will this policy impact upon the Grŵp's sustainability strategy?	This policy will not have a negative impact on the Grŵp Sustainability and Environmental Statement.	
Conclusion		

SIGNED:	<i>Lisa Fowlie</i>	Dated:	03.11.2025
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