

Glasgow University Union Equality and Diversity Policy

Policy Statement

1. Glasgow University Union is committed to eliminating discrimination, harassment and victimisation, advancing equality of opportunity, and fostering good relations amongst our members, our guests and our employees.
2. Our aim is that our members, our guests and our employees will be representative of all sections of society and that each member, guest and employee will feel treated fairly and with respect.
3. The purpose of our Equality and Diversity policy is to foster good relations amongst all those associated with Glasgow University Union, promote and advance equality and fairness for all our members, our guests and our employees and to eliminate discrimination on the grounds of age, disability, gender, gender reassignment, pregnancy and maternity, race, religion or belief and sexual orientation.
4. Our employment selection policies will be based on aptitude and ability alone.
5. Our members, our guests and our employees will not discriminate directly or indirectly, nor will they harass others on the grounds of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation, or because of a perception relating to any of these characteristics.
6. This policy and any associated arrangements shall operate in accordance with all statutory requirements. We will also take note of any guidance or codes of practice issued by the Equality and Human Rights Commission and any other relevant organisation.

Our Commitment

- To create an environment in which individual differences and the contributions of all our members, guests and employees are recognised and valued.
- To provide every member, guest and employee with a working and social environment that fosters good relations, promotes dignity and respect, and one where no form of discrimination, harassment or victimisation will be tolerated.
- To foster an environment which is considered safe and where diversity is valued, and it is accepted that non-compliance of this policy is unacceptable.

- To ensure that appropriate training, development, participation and progression opportunities are available to all members and employees.
- To review all our membership and employment policies, provisions, practices and procedures to ensure fairness, and in line with the Equality Act 2010 or any other subsequent and relevant legislation.
- To deal fairly and appropriately with any failure by members, guests or employees to uphold our commitment to equality and diversity, and to provide a safe environment where concerns can be raised without fear of victimisation.
- To ensure that the aims of this policy are promoted to all members, guests, employees and others.
- To regularly monitor and review our Equality and Diversity Policy.

Responsibilities of the Board of Management

The ultimate responsibility for setting this policy rests with the Board of Management. We will ensure that it is implemented effectively, policed responsibly and monitored and reviewed annually. In particular, we will ensure:

- That our members, our guests and our employees are aware of this policy and any associated arrangements;
- That any contraventions of this policy or any grievances concerning discrimination are dealt with properly, fairly and quickly; and
- That records are properly maintained to measure effectiveness and to help develop this policy.

Responsibilities of Members

Each member of Glasgow University Union is responsible for ensuring that there is no discriminatory behaviour in the Union. The attitude of our members is critical to ensuring an environment where people feel safe, included and treated with respect. In particular we expect all of our members:

- To comply with this policy and any associated arrangements;
- Not to discriminate in their day to day activities within GUU or induce others to do so;
- Not victimise, harass or intimidate other members, guests or employees;
- To ensure that no other individual is discriminated against, victimised or harassed; and
- To inform a Duty Board member if they become aware of any potentially discriminatory practice.

Responsibilities of Employees

Each member of staff is also responsible for ensuring that there is no discriminatory behaviour in the Union. We expect our employees to have the highest standards of customer service, and this includes their attitude towards discrimination, harassment and victimisation. We

expect our staff to treat our members and other staff members fairly and with respect. In particular we expect all of our employees:

- To comply with this policy and any associated arrangements;
- Not to discriminate in their day to day activities within GUU or induce others to do so;
- Not victimise, harass or intimidate any members, guests or other employees;
- To ensure that no other individual is discriminated against or harassed; and
- To inform their line manager or the person in charge of human resources if they become aware of any potentially discriminatory practice.

Responsibilities of Guests, Contractors and other visitors.

We welcome guests into our Union, and we expect them to be respectful towards our views, our policies, our members, and our employees, and others. In particular, we expect all guests:

- To comply with this policy and any associated arrangements;
- Never to discriminate against, victimise, harass or intimidate any members, guests or employees or others;
- To ensure that no other individual is discriminated against or harassed; and
- To bring to our attention any instances of potentially discriminatory behaviour.

Related Policies and Arrangements

Where this policy impacts on or influences any other existing Glasgow University Union policy or arrangement it will be reviewed and revised to ensure that it complies with this policy.

Equality and Diversity Training

We are committed to this policy. We will provide all of our Board members, within one month of being elected, with training on this policy and any associated arrangements. We will also arrange for specific equality and diversity training through the University.

Grievances and Discipline

All of our members, our guests and our employees have a right to, and are encouraged to, pursue any complaint concerning discrimination, harassment or victimisation. We will treat all complaints with gravity and sensitivity to ensure a fair outcome, and where appropriate we will deal with them through the Union's disciplinary processes.

Review

The effectiveness of this policy and all of the associated arrangements will be monitored and reviewed regularly under the direct supervision of the Board of Management.

October 2013