



MORLEY COLLEGE DISABILITY & DIVERSITY SCHEME

DISABILITY EQUALITY POLICY

6 June 2009

Morley College Equality and Diversity Scheme

Disability Equality Policy

1 Context

Morley College makes every effort to welcome students and staff with disabilities, and to make appropriate adjustments to enable their success. This is emphasised in our mission statement. Our learners are our best advocates: they speak positively about “the Morley experience”.

2008/2009 enrolment figures indicate that approximately 9% (1029) of students at Morley have declared a disability. There are over 450 members of staff at the College and most of these are part-time or fractional. Few staff have so far declared a disability, and one of our organisational priorities is to encourage such disclosures.

At the same time, Morley College recognises that students and staff with disabilities have been discriminated against in society at large which has often failed to make appropriate adjustments for their needs. The exclusion of people with disabilities is pervasive in our Society and requires decisive action to eradicate it.

Morley College actively seeks to remove barriers to learning by anticipating the needs of all our students and staff, and by enabling disabled and non-disabled learners to fulfil their potential in their classes as well as participating fully in college life outside of class.

2 Morley College Disability Equality Policy

Disability Discrimination Acts 1995 and 2005: Disability Equality Duty

- 2.1 The College uses the definition of disability from the Disability Discrimination Act 1995 and 2005: Disability Equality Duty. Disability includes anyone (student or member of staff) who has or who considers they have: “a physical or mental impairment which has a substantial and long-term adverse effect on his/her ability to carry out normal day-to-day activities”.
- 2.2 The College uses the social model of disability, rather than the medical model. This focuses on the barriers – organisational, physical and attitudinal – that exclude the disabled person from equal access. Removing these barriers therefore becomes the priority of the College.
- 2.3 The general disability equality duty is to:
 - Promote equality of opportunity between disabled people and other people.
 - Eliminate unlawful discrimination and disability related harassment.
 - Promote positive attitudes towards disabled people.
 - Encourage participation by disabled people in public life.
 - Take account of people’s disabilities, even where that involves treating disabled people more favourably than others.
- 2.4 The College also has specific duties to:
 - Prepare and maintain a written disability equality policy and an equalities scheme.
 - Assess the impact of its policies and of institutional changes on students and staff with disabilities.

- Monitor the admission and progress of students with disabilities.
- Set out the College's arrangements for publishing the results of assessment and monitoring.
- Where reasonably practical publish annually the results of assessment and monitoring.

3 Scope of the Policy

This policy applies to all students and staff (including agency staff and governors), academic and business support staff employed by the College, temporary staff and volunteers.

4 Responsibilities

4.1 The Principal is the designated officer with executive responsibility for managing Equalities.

4.2 Governors are responsible for ensuring that:

- Governors take a lead in implementing and monitoring this policy.
- Every effort is made to ensure that the membership of the Governing Body reflects the diversity of the communities served by the College.
- The College's strategic plan includes a commitment to disability equality.
- They are aware of the Governing Body's statutory responsibilities in relation to disability legislation.
- They receive and respond to the disability monitoring information on learners and staff.
- All relevant college policies measure their impact upon students and staff with disabilities.

4.3 The Executive is responsible for ensuring that:

- The College's Strategic Plan includes a commitment to disability equality and includes references to how the College will promote this.
- All relevant College Policies are assessed to ensure that their implementation will promote equality of opportunity.
- The procedures for the recruitment and promotion of staff promote good practice in equal opportunities.
- Appropriate data protection systems are in place and effectively monitored.
- The impact of our actions to promote disability equality is measured and its effectiveness assessed.

4.4 Staff are responsible for ensuring that:

- They are aware of the College's duties in relation to disability legislation
- Students in their classes are invited to declare disability issues.
- They are pro-active in meeting the needs of students with disabilities. .
- Course outlines, schemes of work, lesson content and teaching resources demonstrate the use of reasonable adjustments to meet the needs of students with disabilities.
- They challenge inappropriate behaviour towards students with disabilities by students, volunteers, outside contractors or other members of staff.

4.5 Students are responsible for ensuring that:

- They are aware of the College's duties in relation to disability legislation.

- Their participation in courses demonstrates sensitivity to disability issues.
- They challenge inappropriate behaviour by fellow students, volunteers or members of staff.
- They co-operate with the use of reasonable adjustments to meet the needs of students and staff.

4.6 The learning support/disabilities department is responsible for ensuring that:

- Appropriate discussions are held with students who disclose disabilities.
- It responds to tutors who request support in making appropriate adjustments.
- It provides relevant data to departments concerning the support students have received.
- It liaises with departments and external organisations concerning individual students. Students declaring disabilities or seeking learning support will be asked for their permission.
- It works with all departments to ensure adequate data protection for students.
- It organises disability forums, works with students to establish appropriate agenda, and communicates the outcome of these to students and staff.

4.7 The Human Resources department is responsible for ensuring that:

- All existing and prospective staff are encouraged to declare disabilities.
- Appropriate adjustments are made for staff declaring disabilities.
- Adjustments are monitored as part of the annual appraisal scheme.
- Information and training concerning disabilities are delivered to all staff and governors.

5 Review and Monitoring of the Policy and Procedures

- Progress against objectives will be monitored by the Equality & Diversity group and through self assessment and the college review processes. This progress will be reported to the governing body on a yearly basis.
- The scheme will be reviewed in full on a three-year cycle. However, we will undertake an interim annual review, in particular in relation to our action plan. We will publish an annual report of progress against objectives.
- Departmental reports will contribute to this process, as outlined in appendix A.

6 Meeting our duties

The College will seek to ensure that:

- Governors, staff, students and associate organisations (such as community providers) are aware of its disability equality policy and the action needed for its implementation.
- Governors, staff, students and associate organisations are aware of the value placed upon equal opportunity and that action will be taken in the event of any breach of the policy.
- Governors and staff have access to information that assists them to plan, implement and monitor actions to carry out their responsibilities under the policy.
- The College's publicity materials present appropriate and positive messages about people with disabilities.
- All staffing policies and procedures (e.g. Recruitment and Selection Procedure) are non-discriminatory, and that monitoring and positive action processes are regularly reviewed and monitored.

7 Monitoring Progress

7.1 For students

- Data concerning students who have declared one or more disabilities, and the proportion of students who have declared specific disabilities
- Retention and achievement rates
- Disciplinary action
- Complaints by students or their sponsors
- Student surveys

7.2 For staff

- Data concerning staff who have declared disability, and the proportion with specific disabilities
- Job application rates
- Selection success rates
- Disciplinary/capability proceedings
- Grievances
- Exit surveys

8 Publicising Our Policy and Progress

8.1 To the public and stakeholders

- Our commitment to disability equality will be displayed in various areas of the College.
- The policy and action plan will be available on the College internet.
- A summary of the results of our monitoring information will be included on the college's internet.

8.2 To students

- Our commitment to disability equality will be displayed in various areas of the College.
- The policy and action plan will be available on the College internet.
- Copies of the policy will be available for reference in the library.
- A summary of the "Equality Framework" will be included in equality newsletters.

8.3 To staff

- A programme of disability equalities training will be included as part of staff development.
- The policy and action plan will be available on the College internet.
- The induction programme will highlight the College's commitment to disability equality, action to be taken by learners who suffer discrimination and the action to be taken against any perpetrators of discrimination.
- A summary of the results of our monitoring information will be included in the college's internet.

9 Consultation and involvement of Students and Staff

9.1 Staff

- Equalities item in staff newsletters.
- Appropriate staff forums and meetings.

9.2 Students

- Regular disability equality newsletter to be sent to all students who have declared a disability.
- All students who declare a disability and wish staff to be informed will be written to and invited to discuss their support needs with the learning support/disabilities department.
- Forum for students with disabilities, to be attended by staff and College management.
- Included in meetings of student organisations e.g. SEC
- Equalities area of moodle (virtual learning environment).

10 Equality Impact Assessments

- New and existing policies, strategies and institutional developments will be screened for possible impact. A pro-forma for screening equalities impact assessments is given in Appendix B.
- In the event of a significant risk to any group covered by equalities legislation a full assessment will be carried out.