

## **Dignity at Work and Study Policy**

### **1 Purpose and coverage**

1.1 Glasgow Caledonian University's vision is to be a successful international University delivering access and excellence, with a strong commitment to the common good. The University acknowledges the key role of students, staff and stakeholders in achieving this vision, so we are committed to providing an inclusive and positive environment where everybody is treated with dignity and respect.

1.1.a. Glasgow Caledonian New York College, founded by Glasgow Caledonian University, maintains, endorses and supports the University's Vision.

1.2 This Policy sets out the University's aim to be an environment where everyone is treated with dignity and respect, equality is promoted, and diversity is valued, and to outline the rights and responsibilities associated with this commitment.

1.3 This Policy applies to all Glasgow Caledonian University, including Glasgow Caledonian New York College, students, staff, governors, contractors and visitors.

### **2 General Principles**

2.1 A positive working and learning environment which supports dignity at work and study is vital to the success of the University. Therefore, we will take a Zero Tolerance approach to any form of unlawful discrimination, including harassment, retaliation, racism, sexism, homophobia, and any other unacceptable behavior. Dignity and respect should underpin our day to day behaviors, and everyone has rights and responsibilities under this Policy.

2.2 All staff, students and stakeholders at the University have a right to be:

- Treated with dignity and respect
- Working and learning in an environment free from discrimination, bullying and harassment
- Valued for their skills, abilities and contribution

2.3 All staff, students and stakeholders at the University have a responsibility to:

- Behave in an appropriate manner, and in ways that are not derogatory to others;
- Play their part in ensuring we create a positive working environment that is tolerant and supportive through treating each other with dignity and respect;
- Challenge inappropriate behavior with confidence.

### **3 Policy statement**

- 3.1 Glasgow Caledonian New York College does not discriminate on the basis of race, color, creed, religion, national origin, disability, political affiliation, age, sexual orientation, arrest record, veteran or marital status in its education programs or activities, including employment and admissions.
- 3.2. Glasgow Caledonian New York College is committed to providing a culture and environment which is inclusive of all sections of society and responsive to the needs of individuals. Staff, students and other stakeholders should be free from any form of unlawful discrimination, enabling them to participate fully in all aspects of College life and make a valuable contribution to the success of the institution and the communities of which they are part.
- 3.2 The College is committed to ensuring that:
- All potential and current staff, students and other stakeholders are treated fairly, and are not discriminated against because of age, disability, gender reassignment, marriage and civil partnership, pregnancy, maternity and paternity, race, religion or belief (including lack of belief), sex, sexual orientation, socio-economic background, family circumstances or any other distinction.
  - An inclusive and supportive environment that values dignity at work and study is created for staff, students and others associated with its work, that truly recognizes and values staff and student diversity, and promotes good relations between different groups.
  - A shared awareness, understanding and commitment to equality and diversity is developed to enable all staff and students to act in accordance with this Policy, so that the principles of dignity, respect, equality and diversity can effectively be mainstreamed into the core of all University functions.

### **4 Accountabilities**

- 4.1 Strong and clear leadership is key to ensuring that the commitment to equality and diversity is realized. The specific responsibilities in relation to this Policy are:
- 4.2 It is the overall responsibility of the Board of Trustees, as the governing body, for ensuring that the College fulfils its legal responsibilities for promoting equality and diversity and eliminating discrimination, and for making sure that the Policy is implemented. In order to fulfil this responsibility, Trustees will receive an annual report from the Provost, on the implementation of the Policy to enable members to ensure that the Policy is being

implemented, monitored, enhanced and continuously reviewed.

- 4.3 The Provost is responsible for ensuring that the Policy is effectively implemented (in conjunction with the Trustees), and staff are aware of their responsibilities, accountabilities, and training needs to fulfil these. Appropriate action will be taken against staff or students who are found to have undertaken or supported any acts of unlawful discrimination, or in any other way breached this Policy.
- 4.4 All staff, students, Trustees, visitors, contractors and others using the College's premises, facilities and/or services have a responsibility to promote equality and value diversity, to eliminate unlawful discrimination and promote good relations between different groups. Everyone must observe both the requirements of current legislation and this Policy. Any act of unlawful discrimination (including harassment) could result in disciplinary action being taken through the appropriate University procedures.
- 4.5 The University reserves the right to refuse access to its buildings, facilities and/or services to any individual or organization that has breached current legislation, and/or the requirements of this Policy, and/or has been convicted of unlawful discrimination, inciting hatred or engages in, or proposes to engage in, activity that is deemed reasonably likely to unlawfully discriminate or incite hatred. The Provost, on the advice of other GCNYC and GCU officers, is responsible for deciding on a case by case basis the response, which may include an outright ban, to requests to use University buildings, facilities and/or services from individuals or organizations that have breached current legislation, and/or the requirements of this Policy, and/or have been convicted of unlawful discrimination, inciting hatred or engages in, or proposes to engage in, activity that is deemed reasonably likely to unlawfully discriminate or incite hatred.
- 4.6 All external agencies that are contracted by the University to carry out works, or provide goods or services will be required to comply with this Policy.