

## Age Discrimination Policy

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### 1. Policy Statement

The College is committed in its roles as an employer, education/service provider and contractor of services to work to eliminate discrimination on the grounds of age in its structures, employment practices and the curriculum content. It is also committed to encouraging change in individual behaviour and attitudes and to ensuring equality and opportunity in age related matters.

Age discrimination prevents people of all ages from realising their full potential in the workplace and society. Age equality helps the College deliver better services to its staff, students and local community.

The College celebrates a culture of diversity and is committed to equality of treatment for all employees. It will practise equality in the operation and implementation of all its employment policies. The College should treat all employees with respect and dignity, and seek to provide a positive working environment free from discrimination, harassment or victimisation on the grounds of age.

The College recognises the valuable contributions made by staff and students of all ages, in terms of qualities of experiences brought to learning, teaching, support services, research, consultancy, administration and management. It advocates adult and lifelong learning and expects to benefit from employing workers of all ages at all levels of responsibility and across all areas of work.

### 2. Scope

This Policy applies to the whole College, including students, Governors, staff, work placement providers, and visitors and works in conjunction with the College Single Equality Scheme.

- **Governors** are responsible for ensuring that the College complies with the Employment Equality Act and for approving and reviewing the Age Discrimination Policy and monitoring its implementation.
- **The Principal** is responsible for giving a consistent and high-profile lead on age equality issues, promoting the Age Discrimination Policy inside and outside the institution and making sure the Age Discrimination Policy is followed.
- **The Equality and Diversity Committees** are responsible for the monitoring and review of the Age Discrimination Policy and for evaluating its effectiveness. This Committee will include actions related to Age Discrimination in the Single Equality Action Plan. The Plan will incorporate actions and targets for continuous improvement in achieving equality. The Committee is also responsible for the systematic monitoring of the performance indicators included in the Plan.
- **The Human Resources Department** is responsible for the monitoring and implementation of all aspects of this Policy relating to the employment of staff. This includes the monitoring of fair selection

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processes and their impact on the staff profile of the College at all levels. A Single Equality Action Plan will be produced which will set targets for improvements in the staff profiles. This will include targeted actions.

- **Managers** are responsible for putting the Policy and its strategies and processes into practice, making sure that all staff know their responsibilities, and receive support and training in carrying these out, following the relevant processes and taking action against staff or students who discriminate for reasons of age.
- **All staff** are responsible for ensuring that they are able to recognise age bias and stereotyping, and to challenge or report it if they witness it, promoting age equality and good relations, ensuring that they do not discriminate against anyone because of age and taking up training and development opportunities to keep up to date with the legislation on Employment and Age.
- **Students** are responsible for ensuring that they do not discriminate against anyone because of age, ensuring that they are able to recognise age bias and stereotyping, and to challenge or report it if they witness it.

### 3. Reference

- The College will fulfil its duties under the Employment Equality (Age) Regulations (October 2006).
- The EU Employment Framework Directive (2000/78/EC) which specifically outlaws discrimination on the basis of age.

### 4. Documentation

The full Policy will be published through:

- the Corporate Manual on the College intranet
- staff induction materials
- on request through Student Services/HR
- summarised versions will be made available to students, e.g. through the Learner Handbook.

### 5. Monitoring and Review

The College will:

- review the Age Discrimination Policy in conjunction with the Single Equality Scheme in 2011
- consult staff and students and external agencies as part of the Policy Review
- provide mandatory staff training on equal and diversity issues, including age equality; and offer the same training to Governors.

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**Responsibility for review:** ..... Jill Taylor  
Strategic Director (Vice  
Principal) – Quality and  
Learner Services)

**Review Date:** **October 2011**

**Endorsed by:** ..... Peter Crompton  
Principal and Chief Executive

..... David Millington  
Chair of the Corporation