

Statement of Intent/ Vision

The University of Bradford Union (UBU) is committed to Equality of Opportunity for all its current and prospective members (students) and staff. UBU recognise the need and right of every individual to be treated with respect and dignity, and actively celebrates and values the diversity that each individual brings to our community.

UBU is committed to eliminating unfair discrimination and the promotion of Equality of Opportunity.

UBU aims to provide a safe and anti-discriminatory environment both through its service provision and employment practices.

UBU will not tolerate any form of discrimination or harassment, be it written, verbal or visual, on the grounds of gender, race, colour, disability, ethnic or socio-economic background, sexual orientation, age, religion, nationality, political persuasion, health status, marital status or any other relevant distinction.

UBU is committed to a pro-active approach to Equal Opportunities issues in order to provide an environment that is free from prejudice and discrimination.

UBU is committed to implementing, monitoring, reviewing and developing its Equal Opportunities policy.

Anyone who is found to be in breach of the UBU Equal Opportunities policy will be subject to the Union or University Disciplinary procedures, which will ensure appropriate action is taken.

Participation of Members within the UBU

UBU seeks to provide a 'safe' environment free from prejudice and discrimination.

UBU promotes behaviour that respects and appreciates the diverse community of its members and is committed to working with such diversity.

UBU will not tolerate advertising or promotion of material that is in breach of any part of this policy and is committed to ensuring that the environment provided is free from any material that is deemed to so.

UBU seeks to ensure that all union activities operate in a discrimination free environment and is committed to disciplining those who do not allow this to happen.

Action/Implementation

UBU will ensure that notice boards are checked regularly to ensure that all material is in line with the Union Equal Opportunities policy.

UBU's vision will be displayed in Union outlets so that they are clear and visible to everyone in the union.

All permanent Union employees will be given Equal Opportunities training, and ALL staff will be made aware of the policy and the implications for those who breach it.

Recruitment and Selection

UBU's Equal Opportunities policy applies to all aspects of employment, from advertising jobs, selecting employees, to training once in the job.

While the University is responsible for a wide range of our staffing matters, UBU will incorporate the University of Bradford's equal opportunities commitment as well as our own commitment into any recruitment literature.

The implementation of UBU's Equal Opportunities policy aims to redress the under representation of groups in our community. One of the long-term aims of UBU is that the composition of the workforce is representative of our community.

UBU will ensure that all hiring of staff and promotion will be on the basis of relevant merits and abilities.

Action/Implementation

The requirements and abilities that are needed for a job will be identified and recorded.

Application forms shall only request information that is relevant to the position that the applicant is applying for.

The same rule will apply at interview stage. All interviewers must remain objective and questions must be kept consistent across the range of applicants.

Reasons that are given by the panel for the selection or rejection of an applicant must also remain objective. The panel must only judge the applicants on their ability to fill the position being offered. There must be no other factors that may disadvantage any applicants taken in to consideration.

All reasons for the selection or rejection of an applicant must be recorded by the interviewing panel for monitoring purposes, and so that we can ensure the Equal Opportunities policy is being adhered to.

All permanent Union employees will be given Equal Opportunities training, and ALL staff will be made aware of the policy and the implications for those who breach it.

Compliance with Legislation

UBU will be compliant with all current Equal Opportunities legislation.

UBU Action Plan for the Implementation of the Policy

Wherever possible, UBU will make the effort to identify and remove unnecessary barriers that may disadvantage certain groups.

UBU will strive to provide appropriate facilities and services that will meet the needs of under represented groups.

UBU will seek to take appropriate positive action to redress the composition of its workforce so that it is reflective of our community.

UBU will form an Equal Opportunities committee that will be committed to reviewing this policy on a regular basis as well as consulting with external bodies and students for their views on the success of its implementation.

UBU will give opportunity for feedback through the use of a forum for students and staff.

UBU's vision will be displayed in Union outlets so that they are clear and visible to everyone in the union.

It will also be noted on the vision that a copy of the full Equal Opportunities policy is available for anyone, be it students, staff or visitors, on request.

The policy will be available in languages other than English, on audiotape and in Braille.

The Equal Opportunities vision will be included in appropriate UBU publications, such as The Union Handbook, all job advertisements, and training manuals.

Disciplinary Procedures

Anyone who is found to be acting in a way that contravenes this policy will be subject to the Union or University Discipline procedures.

Depending on the perceived seriousness of the situation or incident, an individual will either be dealt with by the Union Disciplinary Committee or the University Registrar and Secretary.

The action taken will be decided by those the case is referred to as they deem appropriate.

Copies of the disciplinary regulations are available from UBU. Anyone who receives feedback or complaints regarding Equal Opportunities are to keep a record and ensure it is given to the appropriate person or development committee to ensure the monitoring of the policy's success.

UBU actively seek feedback from staff and students to identify what does and doesn't work. This should be done on a regular basis and could be done through discussion forums arranged by those in the Union who are responsible for Equal Opportunities.