**NORTH WEST REGIONAL COLLEGE**

**EQUALITY SCREENING REPORT**

**POLICIES SCREENED IN QUARTER 2 (July 2021 to September 2021)**

| **Policy title** | **Aim of Policy** | **New / existing / revised policy** | **Date of Screening** | **Screening decision** |
| --- | --- | --- | --- | --- |
| Race Equality Policy | The aim of the policy is to promote equality on the grounds of race and to create a working and learning environment based on positive relations. | Existing | 28 July 2021 | There is no adverse impact as the Policy outlines the college’s plan to treat all staff, students and applicants with respect and dignity, and seek to provide a positive working and learning environment free from racial discrimination, harassment or victimisation.  |
| Good Relations Policy | The aims of this Policy are to ensure that equity and respect for difference are placed at the heart of the College’s structures, systems and culture; and to go beyond complying with legislation by ensuring organisational commitment to the principles and practices of equity, diversity and interdependence. | Existing | 30 July 2021 | There is no adverse impact as the Policy outlines the college’s plan to treat all employees, students and stakeholders with respect and dignity. Also, the College will seek to provide a positive learning and working environment, free from political, religious or racial discrimination, harassment or victimisation |
| Learning Support Policy | The policy aims to:* Promote awareness of provision for Students with Learning Difficulties and Disabilities at NWRC.
* Encourage good practice in all aspects of service delivery for Students with Learning Difficulties and Disabilities.
* Empower Students with Learning Difficulties and Disabilities to make informed decisions about their education, life experiences and wellbeing to allow them to live independent lives and integrate within the community.
* Provide and implement clear, accessible and consistent guidance in relation to the procedures.
* Encourage and promote continuous professional staff development in the approach to Students with Learning Difficulties and Disabilities provision.
* Encourage and promote engagement with parents/guardians/responsible adults with learner consent.
 | Revised | 24 August 2021 | There is no adverse impact as the aim of the policy is to ensure all students, regardless of the section 75 category, have been given the same opportunities to receive learning support.  |
| Mobile Phone Policy | The policy outlines the guidance on the use of mobile phones in the College and the implications of its misuse. | Revised | 1 September 2021 | No impact |
| Curriculum Policy | This policy seeks to give a clear indication about what all students and stakeholders can expect from the College learning environment and the services that the College offers in all settings. It applies to all provision; Further Education, Higher Education, Work Based Learning, Entitlement Framework, Community and NIPS programmes and bespoke skills training. The commitments described in the policy are expected to be experienced by all students and stakeholders and are intended to guide the development of specific strategies which support this policy | Revised | 1 September 2021 | No impact on any of the Section 75 Equality Category |
| College Curriculum Plan | The College’s Curriculum Plan sets out the key priorities influencing the development of a holistic curriculum portfolio. It is underpinned by the College Curriculum Policy. Planning has taken place with Covid 19 implications on the impact of delivery and remote learning. | Revised | 1 September 2021 | No impact on Section 75 categories |
| Data Breach Management Policy | The purpose of this procedure is to provide staff guidance should they identify or have suspicion that personal data has been compromised. This procedure outlines the steps the College will take in identifying a breach has occurred, containment and recovery, as well as assessing the risk/impact to individuals. | Existing | 10 September 2021 | None as this policy has no adverse impact on any of the Section 75 categories |
| Special Category Appropriate Policy Document | This policy outlines how the College will comply with the requirements of the UK General Data Protection Regulations (UK GDPR), the Data Protection Act 2018 (DPA) and any associated legislation. The College is required to have an appropriate policy document policy in place setting out and explaining our procedures and policies in relation to the processing of special category data | Revised | 10 September 2021 | None as this policy has no adverse impact on any of the Section 75 categories |
| Tendering Policy | To provide guidance on the procurement/purchasing of works, equipment, goods and services while obtaining best value for money. | Revised | 13 September 2021 | No impact on any of the Section 75 equality categories |
| Attendance Policy | This policy outlines the approach taken by North West Regional College (NWRC) to promote maximum attendance and punctuality as an approach to attain optimum student achievement. The Policy will work in line with the college Student Retention Strategy, to ensure that early interventions are in place to support student success. This policy includes responsibilities of students and staff, and it covers the specific monitoring of attendance for students in receipt of financial support. The policy applies to all learning - face-to-face or remote and covers all full time, Further & Higher Education, Training for Success Apprenticeships and substantial part time courses inclusive of community provision. | Revised | 17 September 2021 | There is no impact on equality in relation to this policy. All students will be treated equally and support provided as necessary to reduce absenteeism. |
| Antibullying Harassment Policy | The aims of this policy are to* + Demonstrate the College’s commitment to the prevention of bullying and harassment, as part of its safeguarding duties.
	+ Provide guidance and definitions of the type of behaviour the College deems to be unacceptable with regard to bullying and harassment.
	+ Provide information and guidance to students who feel they have been the victim of, or have been accused of, bullying and harassment.
 | Revised | 20 September 2021 | There is no impact on equality in relation to this policy as the policy is for all students regardless of their section 75 equality category. |
| Tutorial Policy | The College is committed to ensuring that tutorial support is provided in a planned, consistent and supportive way to ensure students successfully achieve and progress. The policy seeks to enhance the experience of all students on substantive programmes via the tutorial programme and of all students via the tutoring process.  | Revised | 20 September 2021 | There is no impact on equality in relation to this policy as the policy is for all students regardless of their section 75 equality category. |
| Records Management Policy | This policy will provide a framework for managing the College’s records in accordance with the FE Sector Retention and Disposal Schedule. Its aim is to advise and assist staff across the College in fulfilling their responsibilities and obligations in the important area of record management. It is based on a number of practical aims:* demonstrate and evidence the filing and disposal of records to evidence accountability;
* secure maintenance and access to records;
* Minimise the risk of breaches and inappropriate use of personal data;
* confidential destruction of records as soon as they are no longer required;
* adherence to all legal obligations;
* secure identification and archiving of records;
* College wide staff awareness of all records management and related issues
 | New | 20 September 2021 | None as this policy has no adverse impact on any of the Section 75 categories |
| Responding to Student’s Death Policy | This procedure is intended to provide guidance to staff and to identify appropriate lines of communication and areas of responsibility for those handling the consequences of a student death. | Revised | 20 September 2021 | None as this policy has no adverse impact on any of the Section 75 categories |
| Research Ethics Policy | The aim of this policy is to establish and promote good ethical practice in the conduct of academic research. It requires that researchers must address ethical issues, the sensitivity of participants and their information, and provide adequate guarantees with regard to these issues | Existing | 23 September 2021 | The policy provides guidance to staff and students undertaking research to ensure appropriate ethical scrutiny is undertaken. The policy has no impact on equality. |