

# **Our Equality & Diversity Policy**

## **Why do we have a policy?**

Leeds University Union is proud to be a not for profit, member led organisation. We want all our members to have access to our services and decision making processes and to take full advantage of the opportunities open to them. To achieve this we need to listen to our members, to learn from their experiences, knowledge and skills and work together to build an inclusive, more effective, students' union.

The Union Plan 2006-2009 was agreed by a referendum in which all members could take part. One of our key action points is to ensure that "all our services are relevant and accessible to all members". We committed to undertake a major piece of research to ascertain the views of our diverse groups of members and will use the findings to help us develop.

## **Equality and diversity statement**

Diversity is one of our core values and we are determined to ensure:

- that we treat all individuals fairly, with dignity and respect;
- that the services and opportunities we provide and our decision making processes are open to all;
- that we provide a safe, supportive and welcoming environment for members, staff, visitors and customers.

## **Discrimination**

Leeds University Union is opposed to any discrimination as a result of gender, race, colour or ethnic or national origin, religion or belief, disability, any long-term illness, age, sexual orientation, marital status, family responsibility, social class, political belief or HIV status or as a result of any conditions or requirements that do accord with the principals of fairness and natural justice.

## **Implementation**

1. We are committed to a wide-ranging action plan including working harder to find out the views of our diverse groups of members, tackling discrimination, and promoting diversity.
2. We will undertake a review of our policies and procedures to ensure that no direct or indirect discrimination or barriers may occur.
3. Leeds University Union is committed to training and developing working practices and procedures that will make it easy for all to abide by our policy. However we will apply disciplinary or grievance procedures should any members, visitors or employees contravene this policy.

## **Monitoring and review**

This policy will be reviewed every three years and progress on the action plan will be monitored regularly by the Diversity Working Group consisting of: Equality and Diversity Officer, Advice Manager (Equality Champion), Human Resources and Administration Manager, Events Manager and Chief Executive.

## **Disability**

A disability is defined as a physical or mental impairment which has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities.

People who have disabilities are covered by the equal opportunities policy which states that they will be treated fairly and not discriminated against. Disability will also be one of the factors which is included in equal opportunities monitoring

Given the impact that having a disability can have on working life we feel it is important to explain the actions that will be taken by LUU in working with disabled people.

Disabled employees will be entitled to expect LUU to make reasonable adjustments to the workplace or to their working practices to ensure that they are able to carry out their duties. This may include provision of disabled access or changes to the way work is done that enables a disabled person to do the work. This applies equally to new employees or those who become disabled whilst working for LUU. In the latter case LUU will consider re-deployment to a more suitable position if it is not possible for the individual to continue in their previous job.

LUU will also

- \* Seek expert help on this issue where necessary
- \* Ask candidates before interviews if they have any specific requirements and make necessary reasonable adjustments in advance.
- \* Only ask about a disability during an interview if it has a bearing on the person's ability to perform the job.
- \* Consider modifications to job qualification requirements if a person could not achieve a qualification due to disability but would otherwise perform the job well.