

## Equality and Diversity Objectives 2016 – June Update

Lead	Objective	In place by .....	Progress
Director of Marketing and Student Recruitment	Produce monitoring data on 2015 HE applications and acceptances for publication on the website	31 <sup>st</sup> January 2016	Completed
	Produce monitoring data on young people participating in our WP Programmes	31 <sup>st</sup> August 2016	Not yet due
	Ensure the redeveloped website works for all people, whatever their hardware, software, language, culture, location, or physical or mental ability.	30 <sup>th</sup> September 2016	Not yet due
Director of HE	Produce monitoring data on 2015/2016 HE enrolments for publication on the website	31 <sup>st</sup> January 2016	Completed
	Produce information on retention, completion and achievements of HE students based on AMR data for publication on the website	28 <sup>th</sup> February 2016	Carried forward
	Provide training and advice for teaching staff on inclusive practice	For July 2016 P&D Days	One workshop arranged
	Consider Equality and Diversity and its impact on curriculum design in relation to the revalidation of our HE programmes in 2016	31 <sup>st</sup> May 2016	Completed
	Consider the introduction of e-learning programmes on Equality and Diversity for students	30 <sup>th</sup> June 2016	For discussion at June E&D Committee meeting
	Equality Impact Assess Student Support policies	On-going	Not required

Director of HE (continued)	Develop strategies for attracting, retaining and supporting students who are care leavers	31 <sup>st</sup> July 2016	Not yet due
	Ensure that developments in relation to student e-portals (e.g. Moodle) remain accessible to students with specific learning disabilities	31 <sup>st</sup> August 2016	Not yet due
	Finalise Guidelines for supporting Mental Health Policy (Students)	30 <sup>th</sup> June 2016	Not yet due
Founding Principal/CEO	Ensure that access issues are fully considered in the refurbishment of 70 Hope Street (new Sixth Form College building)	30th June 2016	Completed
	Review E&D responsibilities with advent of LIPA Sixth Form College	30th June 2016	Completed

Director of Administration and Personnel	Produce 2015 staffing profile for website	31 <sup>st</sup> January 2016	Completed
	Produce monitoring data on 2015 recruitment and selection for the website	31st January 2016	Completed
	Equality Impact Assess staff support policies	On-going	Not required
	Finalise Guidelines for supporting Mental Health Policy (Staff)	30 <sup>th</sup> June 2016	Not yet due
	Finalise Guidelines for the supporting policy on Safeguarding of Vulnerable Adults	30 <sup>th</sup> June 2016	Not yet due
	Review Policy and Guidelines for the Safeguarding of Children	30 <sup>th</sup> November 2016	In progress

	Establish our Safeguarding Group	30 <sup>th</sup> November 2016	Not yet completed
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Director of Administration and Personnel (continued)	Enhance our SharePoint Equality and Diversity resource for staff	On-going	On-going
	Give detailed consideration to how can we use Equality and Diversity statistics to inform goals and objectives, including WP activities;	31 <sup>st</sup> July 2016	To be included on agendas for admissions review meetings

Group Director of Finance	Ensure resources are in place to allow for collection of appropriate monitoring data (SITS, iTrent)	On-going	Completed
Programme Leader for LIPA 4:19	Collation of monitoring data on enrolments to LIPA 4:19	31st January 2016	Completed
	Collation of monitoring data relating to enrolments and withdrawals and identification of any trends	31st August 2016	Not yet due
Head Teacher – LIPA Primary School	Ensure that appropriate E&D policies are in place and are consistent with overarching LIPA Group policies	30 <sup>th</sup> June 2016	Completed
Director of Sixth Form College	Ensure that appropriate E&D policies are in place and are consistent with overarching LIPA Group policies	1 <sup>st</sup> September 2016	Not yet due

## Senior Staff Areas of Responsibility

Lead	Key Activities
<b>Director of Marketing and Student Recruitment</b> (including Admissions, Widening Participation, Alumni Relations)	a. Collation of monitoring data on HE applications; b. Development/maintenance of policies and procedures in relation to the recruitment of students; c. Implementation of the Access Agreement; d. Development of WP initiatives.
<b>Director of HE</b> (HE Curriculum, Teaching and Learning Strategy, Enrolled Students, Student Support, AMR, Achievements)	e. Collation of monitoring data on HE enrolments; f. Development/maintenance of policies and procedures in relation to student support/learning services; g. Monitoring of student complaints relating to discrimination, harassment or bullying; h. Agreement of reasonable adjustments for students; i. Implementation of relevant QAA codes of practice; j. Consulting/liasing with students through the formal committee structures. k. Collation of monitoring data on students by programme; l. Collation of monitoring data relating to outcomes/withdrawals.
<b>Founding Principal/CEO</b> (Corporate Responsibilities)	m. Development/maintenance of values and standards of behaviour; n. Integration of equality issues via the Strategic Plan.
<b>Director of Administration and Personnel</b> (Staff Recruitment, Employee Assistance, Training)	o. Production of staffing profile; p. Collation of monitoring data on recruitment and selection; q. Monitoring of staff complaints relating to discrimination, harassment or bullying; r. Provision of relevant training opportunities; s. Development/maintenance of personnel policies and procedures.
<b>Group Director of Finance</b> (Data Systems)	t. Implementation of the Access Agreement; u. Development of data collection systems.

<p><b>Programme Leader for LIPA 4:19</b> (Curriculum, Recruitment, Enrolled Students, Student Support)</p>	<p>v. Collation of monitoring data on applications and enrolment to LIPA 4:19; w. Maintaining child safeguarding arrangements.</p>
<p><b>Head Teacher – LIPA Primary School</b></p>	<p>x. Ensuring that appropriate E&amp;D policies are in place and are consistent with overarching LIPA Group policies</p>
<p><b>Director – LIPA Sixth Form College</b></p>	<p>y. Ensuring that appropriate E&amp;D policies are in place and are consistent with overarching LIPA Group policies</p>