

DISABILITY EQUALITY SCHEME

Statement of Commitment

As Chair of the Equality Group and also as Principal I am particularly committed to ensuring that Equalities remain at the forefront as the College develops and continues to deliver a high quality learning experience.

We are committed to this second Disability Equality Scheme and to supporting all Equality initiatives. The College has a clear vision and strategy to promote access and inclusion, and this links through to all aspects of its activity, as can be demonstrated by our strategic aim to promote equality and diversity.

Our new Disability Equality Scheme outlines the continuing steps we as a College have taken to demonstrate our commitment to inclusiveness and to ensuring equalities continue to form an integral part of College life, as well as looking to refocusing our priorities on an ongoing basis to ensure that we continue to make progress in this key area.

The College moved in February 2008 to a new purpose built Campus in East Kilbride, allowing us to design and deliver a site that offers full Disability Equality compliance. Our new Campus will assist us to further ensure that there are no barriers at South Lanarkshire College and to positively influence attitudes in order to support disabled people in getting access to education, employment and services provided by the College, which we strive to ensure are free from discrimination in any form.

We look forward to further meeting our responsibilities under the scheme and to continue to ensure that Equality and Diversity is firmly embedded into all functions of South Lanarkshire College, East Kilbride.

Stewart McKillop MA (Hons) Dip Acc Dip Ed
Principal and Chief Executive
Chair of the Equalities Group

DISABILITY EQUALITY SCHEME

This Disability Equality Scheme sets out a range of clear objectives, and details our principles and commitments to disabled people and how we aim to build on these in this new Disability Equality Scheme and the related action plan.

South Lanarkshire College has continued to make significant progress on equalities, developing and reviewing processes and practices in conjunction with staff, learners and other stakeholders, including those with disabilities. The Staff is committed to effecting best practice and supporting learners and others needs, and the College provides significant ongoing staff development in support of this way of working.

The impact assessment process is now well embedded and significant progress has been made across the College on preliminary and full impact assessments, with the majority of assessments currently complete. This process is being embedded as a part of our normal activity and will be regularly reviewed.

Our strong commitment to disability equality will be reinforced in this new Disability Equality Scheme and Action Plan. The Scheme and Action Plan will be developed and reviewed on a regular basis, and we will report progress annually.

Our Commitment to Disabled People

We will ensure there is no disadvantage, discrimination, or inequality of opportunity in South Lanarkshire College. We will continue to promote diversity and equality amongst staff, learners, employers, the community and partners we work with.

Our Objectives

We want every person learning, working and visiting in South Lanarkshire College to have the opportunity to participate fully. We will progress this by:

- ensuring there are no barriers and positively influencing attitudes in order to support disabled people in gaining access to education, employment and services provided by the college and its partners;
- promoting disability equality at all levels within South Lanarkshire College;
- working together with disabled people, organisations of disabled people and disability access groups to achieve equality of opportunity;



- involving disabled people including our disabled employees and students on employment matters and the services we provide;
- training our own employees, so they are aware of and have the skills to take positive action in removing barriers placed in the way of disabled people by society;
- sustaining a college culture where harassment and discrimination against disabled people is unacceptable;
- sustaining a culture where both learners and employees feel able to declare their disability so that accurate information is available to help us look at such things as reasonable adjustments, priority areas and targets for improvement;
- acting as an example of good practice to other organizations;
- meeting our legal and equalities objectives;
- fulfilling our legal obligations under the Disability Discrimination Act 1995(as amended under DDA2005);
- developing a revised action plan to cover all Faculties, Departments and activities within the College.

Guiding Principles - The Social Model Of Disability

We believe that being disabled is a social issue and that there are social, attitudinal and environmental barriers that an individual faces that need to be overcome. We aim to ensure these sorts of barriers will not surface in South Lanarkshire College.

We are guided by the following principles:

- *Equality of Opportunity*
- *Supporting independence and choices*
- *Involvement in decision making*
- *Access and Inclusion*

Providing Access to South Lanarkshire College's Services

We aim to ensure there are no barriers to obtaining the College's services and we will seek to ensure that the services provided are those required.

We are committed to doing this by:

- providing services fairly to everyone;
- involving disabled people appropriately about their requirements, their level of satisfaction with the services they use and seeking their views on how new facilities are provided or designed;



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- providing information about our services clearly and in a variety of formats accessible to disabled people;
- undertaking evaluations to assess how services are provided to disabled people and using the results to highlight areas for improvement or to refocus our priorities;
- being inclusive through managing and monitoring the college environment;
- working with our partners to promote similar initiatives;
- monitoring our performance against agreed measures of success, seeking continuous improvement and reporting annually to the Development and Human Resources Committees of the Board of Management;
- monitoring and checking complaints.

South Lanarkshire College as an Employer

We will:

- continue to encourage applications from disabled people, ensuring that the application, short-listing and interviewing process gives everyone equality of opportunity;
- ensure that all reasonable steps are taken so that the working environment does not prevent suitably qualified disabled people from taking up or staying in employment with us;
- ensure that all disabled employees have the same opportunities for development;
- make every effort to ensure that any employee who becomes disabled stays in employment and is supported in maintaining a role appropriate to his or her experience and abilities;
- offer training in disability awareness and customer service;
- provide a consultative and contributory forum for disabled learners and employees to improve provision.

Action Plan

Our new action plan contains:

1. What disabled staff and students have asked for to date.
2. The objectives and priorities of South Lanarkshire College.
3. The Requirements of the Equality and Human Rights Commission.

Action Plan:

The following table shows our future planned actions.

Key Area <i>and cross reference to College Strategic objectives</i>	Action	Outcome / Measure of Success	Responsibility	Timescale	Evidence	Future Actions
Leadership. <i>(Strategic Objective 1)</i>	1. Draft and publish this Disability Equality Scheme.	1. Equality schemes on college website and portal	1. Chair of Equality Group.	1. December 2009.	1. Published at due date, review published timeously.	1. Publish annual reviews, showing also how actions are linked with strategic aims of College.
	<i>(Strategic Objective 3, 7)</i>	2. Involve and obtain feedback from learners on its content.	2.1 Include Student Association President and staff representatives with disabilities in producing the final copy of this scheme.	2.1 Chair of Equality Group.	2.1 December 2009.	2.1 Records of consultations held in HR.



<p><i>(Strategic Objective 5)</i></p>	<p>3. Evaluate the impact of action plan through the equality group.</p>	<p>2.2 Rotate disabled staff in the membership of the equality group.</p> <p>3. Annual monitoring in June each year.</p>	<p>2.2 Human Resources Manager</p> <p>3. Equality Group.</p>	<p>2.2 February 2010</p> <p>3. Annually in June each year.</p>	<p>2.2 Minutes of group</p> <p>3. Minutes of group and associated papers.</p>	<p>2.2 Membership could now be rotated with more members encouraged to join. Student member on group.</p> <p>3. Review annually, and publish annually.</p>
<p><i>(Strategic Objective 6)</i></p>	<p>4. Prioritise through annual review of the DE scheme the most relevant areas for development with respect to disabled people.</p>	<p>4. Report produced for the equality group in June each year. Student achievement, student satisfaction levels and complaints monitored in relation to disability and action taken to remove any disparity or disadvantage.</p>	<p>4. Chair of Equality Group.</p>	<p>4. Annually in June each year.</p>	<p>4. Annual revisions of plan.</p>	<p>4. Review annually, and publish annually.</p>



<p><i>(Strategic Objective 1)</i></p>	<p>5. CMT to review equality monitoring as recurring agenda item through the activity calendar. Review of statistics annually.</p>	<p>5. Recurring theme in college activity calendar.</p>	<p>5. HR and Student Services Managers.</p>	<p>5. Annually</p>	<p>5. CMT minutes , Activity calendar</p>	<p>5. Information presented to CMT annually by HR and Student Services Managers.</p>
<p><i>(Strategic Objective 8, 10)</i></p>	<p>6. Ensure procurement and contractor activity addresses disability equality issues where appropriate.</p>	<p>6. Ensure that external providers of college services meet their statutory requirements and the college's equality policies and practices.</p>	<p>6. All managers.</p>	<p>6. Immediate.</p>	<p>6. Contractor briefings. Procurement processes.</p>	<p>6. Continue to provide equality training and briefings to ensure ongoing awareness.</p>
<p><i>(Strategic Objective 1, 3)</i></p>	<p>7. Complete roll out of QUELTM (equalities) training to all staff, ensuring clear understanding of issues covered.</p>	<p>7. Ensure that all staff has participated.</p>	<p>7. Human Resources Manager.</p>	<p>7. April 2010</p>	<p>7. Training records.</p>	<p>7. Review appropriate future staff development.</p>



<p>College environment</p> <p><i>(Strategic Objective 8)</i></p> <p><i>(Strategic Objective 8)</i></p> <p><i>(Strategic Objective 8)</i></p>	<p>8. Ensure campus continues to be maintained to a high standard and all reasonable adjustments made to ensure that everyone is treated equally.</p> <p>9. Ensure the campus remains fully DDA compliant.</p> <p>10. Maintain specialist support materials and resources for people who have additional support needs.</p>	<p>8. Maintenance and monitoring of facilities, equipment and materials.</p> <p>9. Architects built in all suitable measures to promote access for all in the new building.</p> <p>10. Feedback from learners and staff to Equality group.</p>	<p>8. Facilities manager.</p> <p>9. Facilities Manager</p> <p>10. Heads of Faculties</p>	<p>8. Immediate.</p> <p>9. Ongoing.</p> <p>10. Ongoing.</p>	<p>8. Physical resources.</p> <p>9. Building plans. Access guide document</p> <p>10. Equality Group minutes. Academic Board Papers.</p>	<p>8. Ensure Campus is continually maintained to facilitate equal treatment.</p> <p>9. Ensure Campus is continually maintained to facilitate equal treatment.</p> <p>10. Continue to maintain appropriate support materials and resources.</p>
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<p>Staff <i>(Strategic Objective 4)</i></p>	<p>11. Ensure recruitment and selection procedures of learners and employees are accessible and fair.</p>	<p>11. All recruitment and selection practices monitored to ensure that disabled people are not disadvantaged.</p>	<p>11. HR Manager.</p>	<p>11. Report to HR on a regular basis.</p>	<p>11. Recruitment process paperwork</p>	<p>11. Continue to review all recruitment on ongoing basis. Report to Equality Group annually.</p>
<p><i>(Strategic Objective 4)</i></p>	<p>12. Support disabled employees and monitor any support requested and improvements made.</p>	<p>12. Monitoring and tracking system well established. Publish guidance and information on web portal.</p>	<p>12. HR Manager.</p>	<p>12. Immediate.</p>	<p>12. Support mechanisms in place. Guidance to be published.</p>	<p>12. Publish guidance, and continue to support requests, recording as appropriate.</p>
<p><i>(Strategic Objective 7)</i></p>	<p>13. Encourage staff and student disclosure of disability to ensure that appropriate support can be provided.</p>	<p>13. Continue annual monitoring of statistics and provision of support as appropriate.</p>	<p>13. HR Manager, Head of Student Services.</p>	<p>13. Annual statistical review.</p>	<p>13. Equality group and CMT papers.</p>	<p>13. Continue to encourage culture of disclosure and explore support options available.</p>



Overall <i>(Strategic Objective 9)</i>	14. Continue to include range of Disability Equality training in overall staff development activity.	14. Record of appropriate staff development activity.	14. HR Manager.	14. Annually.	14. Various strands of disability equality training provided, per training records.	14. Ensure that this training is ongoing, appropriate, and continues to be available to all staff.
<i>(Strategic Objective 5)</i>	15. Ensure accessibility and availability of college documents.	15. Continue to publish relevant documents on the portal where they can be accessed in various formats. Ensure documents on the website meet standards for readability and accessibility.	15. All managers.	15. Immediate.	15. Docs published. Website fully upgraded and deemed accessible	15. Portal created allowing further access to documentation. Continue to ensure all documents published on portal and website.



<i>(Strategic Objective 1)</i>	16. Promote equality in strategic documents, marketing and corporate publications.	16. Strategic, corporate and marketing documents promote equality.	16. Depute Principal and Head of Student Services.	16. Ongoing.	16. All marketing/corporate documents checked to ensure we promote equality.	16. Continue to review all documents, and to change these regularly, ensuring broad ranges of images etc are used.
<i>(Strategic Objective 5)</i>	17. Progress equality impact assessment process on ongoing basis.	17. Impact Assessment Log shows good progress on impact assessments.	17. HR Manager.	17. Ongoing.	17. Impact assessment log. Copies of assessments	17. Review regularly. Provide training and support as required.
<i>(Strategic Objective 10)</i>	18. Promote campus access guide which contains detailed accessibility information.	18. Increased awareness of this by students and staff.	18. Head of Student Services.	18. August 2010.	18. Information available in different sources or formats.	18. Work with student and staff representatives to raise profile of this.

STRATEGIC OBJECTIVES

(the numbers given below link to the references in the action plan table above)

1. Promote Equality and Diversity
2. Deliver appropriate and relevant programmes
3. Continually improve learning and teaching
4. Support appropriate Human Resource development
5. Improve quality
6. Be innovative and improve efficiency
7. Develop productive partnerships
8. Maintain up to date equipment and resources
9. Promote success
10. Be financially secure