Equality, Diversity, and Inclusion Policy

Version 7.0

Approved by the Board of Governors

Last Amendment: October 2026

This policy sets out the School's commitment to promoting equal opportunities for all students, employees and other individuals or groups with whom it deals. This policy has been created with due regard for the Equality Act (2010); Further information on themes of equality and the 'Protected Characteristics' defined within the act can be found on the Equality and Human Rights Commission's website:

https://www.equalityhumanrights.com/en/equality-act/protected-characteristic

DOCUMENT INFORMATION

Document owner(s)*: Principal, CEO

Date of next review: September 2027

Document Status: IN USE

Dissemination: For general publication

*The document owner is responsible for maintaining and updating the content of this document and ensuring that it reflects current practice at the School.

Contents

DOCUMENT INFORMATION 1
1. INTRODUCTION 3
2. SCOPE 3
3. POLICY STATEMENT 3
4. DISCRIMINATION 4
4.1. Avoiding Discrimination 4
4.2. Specific Provisions 5
4.3. Type of Contract 5
5. BALANCING OF RIGHTS 6
6. STUDENTS 6
6.1. Admissions 6
6.2. Curriculum 7
6.3. Teaching 7
6.4. Assessment 7
6.5. Services and Facilities 7
6.6. Health and Safety 7
6.7. Code of Conduct 8
6.8. Training 8
6.9. Harassment and Bullying 8
7. STAFF RECRUITMENT AND SELECTION 8
7.1. Advertisements 8
7.2. Shortlisting and Interviews 8
7.3. Monitoring 8
8. EMPLOYMENT 8
8.1. Equal Pay 8
8.2. Staff Recruitment and Promotion 9

8.3. Training, Development, and Promotion 9
8.4. Work-Life Balance 9
9. CONFIDENTIALITY 9
10. RESPONSIBILITIES FOR IMPLEMENTING THIS POLICY 9
10.1. Members of Staff 9
10.2. Students 9
11. MONITORING AND REVIEW 10
12. COMMUNICATION AND CONSULTATION 10
13. BREACH OF POLICY 10
14. CONTACT DETAILS 10
15. ACCESSIBLE FORMAT INFORMATION 10
VERSION HISTORY 12

1. INTRODUCTION

1.1. The London School of Science and Technology (LSST) is committed to providing equality of opportunities and to maintaining an inclusive approach to equality which supports and encourages all under-represented groups, promotes an inclusive culture, and values diversity.

2. SCOPE

2.1. This policy applies to all members of staff, students, visitors, contractors, sub-contractors, service providers, and any other persons associated with the functions of the School.

3. POLICY STATEMENT

3.1. The School will strive to investigate complaints under this policy in line with best practice. We are committed to providing equality for all irrespective of:

- Age
- Disability
- Race (including colour, nationality, and ethnic or national origin)
- Sex
- Gender reassignment
- Religion or belief
- Sexual orientation
- Marriage and civil partnership
- Pregnancy and maternity

3.2. Under the Equality Act (2010), these are known as ‘protected characteristics’.

3.3. The School recognises that members of staff and students may have a range of aspirations and goals and wish to provide a positive working and learning environment where diverse skills and experiences are applied to learning, teaching, support services, research, consultancy, administration, and management.

3.4. All staff and students should have equal access to the full range of institutional facilities, and adjustments to working and learning practices are considered wherever appropriate to accommodate a more diverse School community.

3.5. An Equality, Diversity, and Inclusion Policy cannot succeed without the active support of the entire School community. The LSST Board of Governors has an ultimate responsibility, managers have direct day-to-day responsibility, and all members of staff and students have personal responsibility for its implementation as outlined below.

3.6. Equality and Diversity are integral to policy formulation, planning, and projects and programmes.

3.7. The School aims to foster an environment where freedom of expression and debate flourish within the parameters established in law and set out in the School's Academic Freedom and Freedom of Speech Policy.

3.8. This policy takes account of the following legislation:

- For Women Scotland Ltd v The Scottish Ministers [2025] UKSC 16
- The Equality Act (2010) and associated secondary legislation
- Criminal Justice and Immigration Act (2008)
- The Racial and Religious Hatred Act (2006)
- The Civil Partnership Act (2004)
- The Gender Recognition Act (2004)
- Criminal Justice Act (2003)
- The Human Rights Act (1998)
- The Protection from Harassment Act (1997)
- Employment Rights Act (1996)
- Health and Safety at Work Act (1977)
- Special Educational Needs and Disability Act (2001)

4. DISCRIMINATION

4.1. Avoiding Discrimination

4.1.1. Any staff member, job applicant, student, prospective student, or visitor who believes they may have been the victim of discrimination, harassment, or victimisation shall have full protection under the Equality Act 2010 and the School's Student Complaints or Staff Grievance Procedures.

4.1.2. Any cases of harassment, discrimination, bullying, or victimisation will be taken very seriously by the School. Any member of staff or student found guilty of unlawful

discrimination or harassment will be subject to disciplinary action, including, where appropriate, dismissal for gross misconduct.

4.2. Specific Provisions

4.2.1. **Age:** The School will not discriminate against any staff member, job applicant, student, or prospective student because of age or perceived age. Age will not be used to justify a failure to appoint, promote or train a member of staff. The School does not set a retirement age.

4.2.2. **Disability:** The School will not discriminate against members of staff, students, job applicants, prospective students, or visitors because of a disability or perceived disability. The School will make every effort to facilitate reasonable adjustments to enable staff to carry out their roles and to support students with disabilities.

4.2.3. **Gender Reassignment:** The School will not discriminate against anyone because they have chosen to undertake gender reassignment.

4.2.4. **Race:** The School does not accept any form of discrimination against any staff member, job applicant, student, or prospective student because of their race or perceived race, colour, nationality (including citizenship), ethnic or national background, or religious beliefs. LSST has an obligation to ensure its staff are legally entitled to work in the UK; in this case, consideration of nationality or citizenship may be required.

4.2.5. **Sex:** The School will not treat any staff member, job applicant, student, or prospective student less favourably because of their sex. It is important to note that the Supreme Court has clarified the meaning of 'sex' as the biological sex of an individual.

4.2.6. **Sexual Orientation:** The School recognises that many lesbian, gay, and bisexual people perceive and sometimes experience exclusion in social, academic, and work-related activities and will continue to work towards an environment where all people feel able to be open about their sexuality should they choose. The School will not discriminate against any staff member, job applicant, student or prospective student because of their sexual orientation or their perceived sexual orientation.

4.2.7. **Religion or Beliefs:** The School will not discriminate against any staff member, job applicant, student, or prospective student because of cultural or religious beliefs or perceived beliefs. All members of the School are expected to take account of the rights and reasonable sensitivities of others in pursuing their own observance.

4.2.8. **Marital or Civil Partnership Status:** The School will not treat any staff member, job applicant, student, or prospective student less favourably because of their marital or civil partnership status, or their perceived marital or civil partnership status.

4.2.9. **Pregnancy and Maternity:** The School will not discriminate against any staff member, job applicant, student, or prospective student because of her pregnancy or maternity.

4.3. Type of Contract

4.3.1. The School recognises its responsibilities under the Part-Time Workers (Prevention of Less Favourable Treatment) Regulations 2000 and The Fixed-Term Employees (Prevention of Less Favourable Treatment) Regulations 2002 to ensure that part-time

and fixed-term workers are in no less favourable position than staff with permanent and/or full-time contracts.

5. BALANCING OF RIGHTS

5.1. LSST seeks to create conditions where respectful debate and differing viewpoints can coexist without fear of harassment or marginalisation. We will have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations across all the protected characteristics.

5.2. This includes consideration of competing rights and making efforts to balance them fairly and transparently. This is particularly significant where tensions may arise between different groups. We will take a balanced approach, ensuring that no group is treated less favourably because of their protected characteristic or beliefs.

5.3. When conflicts between protected characteristics occur — such as tensions around religious beliefs, or the interests of sex-based or sexual orientation-based groups — we acknowledge we have a duty to manage these conflicts carefully and lawfully. This will involve:

- Assessing Impact Thoughtfully: Our decision-making will consider how policies affect all relevant groups, ensuring that no one is unfairly disadvantaged.
- Fostering Dialogue and Understanding: we support initiatives that promote discussion and understanding between different groups.
- Addressing Prejudice Without Silencing Belief: We will challenge discriminatory behaviour without suppressing legitimate, legally protected beliefs.
- Providing Clear, Inclusive Communication: Our communications will reflect respect for all groups, using clear, factual language.

6. STUDENTS

6.1. Admissions

6.1.1. Recruitment and all other marketing literature shall include a reference to the School's Equality, Diversity, and Inclusion Policy. All recruitment literature shall use appropriate language, and prospective students shall be given realistic guidance on the costs they can expect to pay and the financial support arrangements available to them.

6.1.2. The School shall select its students in accordance with its Admission Policy and take steps to ensure that academic admissions staff and tutors are aware of and conform to the School's Equality and Diversity Policy. The procedures followed during the process of admissions and clearing shall be regularly reviewed and, if necessary, revised to minimise the risk of inadvertent discrimination.

6.1.3. Where an applicant has reason to believe that their application has not been handled fairly, objectively, or in accordance with the procedures described above and/or in the

Admissions Policy, the applicant should write to the School's Head of Admissions setting out their reasons.

6.2. Curriculum

6.2.1. The School recognises the importance of individual development through the educational process and the role of the curriculum in ensuring this development is fulfilled. The School is committed to promoting equality of opportunity concerning course content, approaches to teaching and learning, assessment methods, and the structure and timetabling of courses of study.

6.2.2. The School shall ensure that documents such as module study guides and course handbooks, teaching materials, and assessments reflect the aims of this Policy and are available in alternative formats. The School shall offer a portfolio of provisions relevant and of interest to both sexes and from a wide range of social and cultural backgrounds.

6.3. Teaching

6.3.1. All staff and students shall use appropriate language in teaching and learning. It is a fundamental principle of academic freedom that reasoned argument may be employed to test and challenge views, opinions, and assertions of all kinds. This clause must not be used to discourage or prevent the exercise of that freedom.

6.4. Assessment

6.4.1. The School's objective is to provide a fair method of assessment to ensure equality of opportunity for all students. Appropriate and flexible arrangements shall be made for students who have advised us of disabilities and/or specific learning differences in the assessment and examination process.

6.5. Services and Facilities

6.5.1. The School is committed to access for all students to the central services it provides and the facilities it offers. All central services within the School that offer services directly to individual students shall monitor the impact of their delivery.

6.5.2. The School's catering services aim to take account, as far as practicable, of the cultural, religious, and dietary needs of all students. Recreational opportunities shall be reviewed regularly to ensure they do not disadvantage any particular groups of students.

6.6. Health and Safety

6.6.1. The School aims to provide a healthy and safe environment for students to study and live. Detailed policies are available, and students must familiarise themselves with these and comply with relevant requirements. The School shall make every effort to make reasonable adjustments to ensure all parts of the School are accessible and safe.

6.6.2. Please refer to the Health and Safety Policy for further information on this.

6.7. Code of Conduct

6.7.1. The School's procedures shall be reviewed regularly to ensure currency and effectiveness in promoting equality and diversity.

6.8. Training

6.8.1. All School staff normally having contact with students shall be made aware of this Policy, supplemented by basic training appropriate to their role. Specific advice and training shall be given to academic staff regarding recruitment, selection, assessment, tutoring, and student disciplinary matters.

6.8.2. All School staff are required to complete the training module made available at Induction on sexual harassment and sexual misconduct.

6.9. Harassment and Bullying

6.9.1. Allegations of harassment and bullying are regarded extremely seriously and may be grounds for disciplinary action in accordance with the School's policy and procedure.

7. STAFF RECRUITMENT AND SELECTION

7.1. Advertisements

7.1.1. The School will advertise posts outlining the relevant skills, qualifications, knowledge, competencies, and experience necessary for the job, to attract the best applicants. Where our staffing profile is unbalanced, we may seek to encourage applicants from under-represented groups, however all recruitment decisions will be made only with reference to the job specification.

7.2. Shortlisting and Interviews

7.2.1. The School will produce a shortlist of job applicants who, from the evidence available, appear to have the necessary skills and abilities in relation to criteria stipulated in the job description/person specification. All staff involved in short-listing, interviewing, or other selection processes are trained in line with the School's equality and diversity policies.

7.3. Monitoring

7.3.1. Job applications, shortlisting, interviewees, and appointments are monitored for both permanent and temporary positions regarding age, ethnic origin, disability, and sex. If monitoring reveals any evidence of discrimination, remedial action will be taken.

8. EMPLOYMENT

8.1. Equal Pay

8.1.1. The School supports the principle of equality of opportunity in employment and believes that staff should receive equal pay for the same or broadly similar work, for work rated as equivalent, and for work of equal value regardless of sex (including staff who have undergone gender reassignment).

8.2. Staff Recruitment and Promotion

8.2.1. All staff members have a job description outlining the main duties of their role within the School. If an employee changes roles during their employment, they will be given a new job description. The School operates an annual performance review process in which all staff are encouraged to participate. Managers will use this process to give feedback and provide clear guidance on their area of work.

8.3. Training, Development, and Promotion

8.3.1. All staff are encouraged to participate in staff development activities, including mandatory EDI training as part of their induction. EDI-focused development opportunities are communicated to ensure staff stay informed on best practices. The appraisal process offers a consistent opportunity to agree on development activities and review progress. This ensures that staff not only meet the mandatory EDI training requirements but also reflect on how EDI practices can be integrated into their roles and responsibilities.

8.4. Work-Life Balance

8.4.1. The School recognises, accepts, and values staff members' different needs, including care responsibilities and personal development.

9. CONFIDENTIALITY

9.1. The School will protect the confidentiality of any equal opportunities monitoring data on staff or students and will safeguard any information disclosed voluntarily within the regulations set by the Data Protection Act 2018 and the General Data Protection Regulation (GDPR). The information will be used for statistical purposes only, and the School will safeguard the confidentiality of personal information disclosed.

10. RESPONSIBILITIES FOR IMPLEMENTING THIS POLICY

10.1. Members of Staff

10.1.1. All members of staff have the responsibility to comply with this Policy, cooperate with their Line Managers, treat others with respect, actively discourage discriminatory behaviour/practice, and engage in training and wider learning opportunities to eliminate prejudice and extend good practice.

10.2. Students

10.2.1. All students are expected to be aware of the Equality, Diversity, and Inclusion Policy and abide by its principles. In particular, they should:

- Treat everyone with respect and dignity, avoiding degrading and stereotypical images and/or derogatory references to minority groups.

- Refrain from discriminatory or harassing behaviour related to current or historical conflict between people of different racial and/or cultural groups.

- Complete the training module provided at Induction on sexual harassment and sexual misconduct.

11. MONITORING AND REVIEW

11.1. All policies will be reviewed on a rolling basis to ensure their effectiveness in achieving equality of opportunity. Although overall responsibility lies with the Board of Governors, it is the responsibility of School managers to initiate these reviews in their area of operation.

11.2. The School will maintain a statistical record in terms of sex, age, and race from the application stage through recruitment and career progression of staff, and recruitment and academic achievement of students, providing regular management reports with recommendations as appropriate.

12. COMMUNICATION AND CONSULTATION

12.1. An Annual Report will be made to the Board of Governors and made available to staff and students on request. Based on this report, necessary recommendations will be made for improvements.

13. BREACH OF POLICY

13.1. Complaints of discrimination on the grounds covered by this policy should be addressed using the appropriate Grievance Procedures for staff or the Complaints procedure for students. Staff should speak to their line manager informally initially. If a formal complaint is desired, they should refer to the Employee Handbook.

14. CONTACT DETAILS

14.1. For further information or guidance regarding any issues covered in the policy, please contact:

Ali Jafar Zaidi, CEO (ali.jafar@lsst.ac)

15. ACCESSIBLE FORMAT INFORMATION

15.1. This document can be made available in large print and electronically upon request. If you require another alternative format, please contact us to discuss your requirements.

VERSION HISTORY

Version	**1.0 – 3.7**	
Original author(s):	Deputy CEO Principal Legal Advisor	
Reviewed by:	Executive Committee	September 2017 January 2018 March 2019 September 2019
Version	**3.8 – 3.12**	
Revised by:	Quality Unit Principal	
Revision summary:	*Version reformatted; version control added – minor factual corrections. Annual review.*	
Approved by:	Board of Governors	November 2019 October 2020 October 2021 September 2022 June 2023
Version	**4**	
Revised by:	Quality Unit Principal	
Revision summary:	*Annual Review- minor grammatical corrections, policy now updated to include Inclusion in Title and in sections of policy. version control applied*	
Approved by:	Board of Governors	October 2023
Version	**5**	
Revised by:	Quality Unit Principal	
Revision summary:	*Annual review, policy rewritten and up-to-date, term 'management board' used throughout the policy replaced with 'Board of Governors', section 7.3 rewritten to better reflect EDI training opportunities for staff at LSST, reference made to the Health and Safety policy for further information in 5.6, subheading 7.2 changed to Staff Recruitment and Promotion, minor grammatical corrections, document formatting applied, version control applied.*	
Approved by:	Board of Governors	October 2024
Version	**6.0**	
Original author(s):	Deputy CEO Principal	
Revised by:	Legal Advisor Quality Unit	
Revision summary:	***Annual review and update –*** *Policy rewritten and updated to reflect the full 9 Protected Characteristics, to correct errors in the text on the Characteristics, and to include a section on balancing of rights across the Characteristics. Also to take account of the clarification by the Supreme Court of the legal definition of 'sex', Minor grammatical corrections, document formatting applied, version control applied.*	
Reviewed by:	Publications Committee	October 2025
Approved by:	Board of Governors	October 2025
Version	**7.0**	
Original author(s):	Deputy CEO	

	Principal	
Revised by:	Legal Advisor	
	Quality Unit	
Revision summary:	***Annual review and update –*** *Employment Rights Act 1996 and Health and Safety at Work Act 1977 added under 3.8. Paragraph 6.8.2. added on essential sexual harassment and misconduct training, also referred to under 10.2.1.*	
Reviewed by:	Publications Committee	October 2026
Approved by:	Board of Governors	October 2026