



## **CROYDON METROPOLITAN COLLEGE**

### **EQUAL OPPORTUNITIES POLICY**

It is important for applicants to be aware that CMC promotes equal opportunities. We strive to enrich cultural interactions within our community which readies students for the modern world. We welcome candidates from a diverse range of cultural, religious and ethnic backgrounds. Students are treated equally regardless of each individual's race, religion, sexual orientation, gender, disability, body image or social class. Every individual is treated with respect and given all the help they require to flourish.

Maintenance of a successful equal opportunities policy at CMC requires positive support from parents and guardians. The equal opportunities policy is reviewed regularly to ensure its effectiveness.

#### **Complaints**

We hope that neither parents nor students will have any complaints about the operation of our equal opportunities policy but copies of the College's complaints procedure.

#### **Harassment**

CMC seeks to maintain a nondiscriminatory environment for students and staff to work in. Thus, harassment of any kind is not tolerated:

Harassment of sex, sexual orientation, race, religion and disability is unlawful, and both the company and the harasser may be legally liable. Harassment may take many forms, from "banter" to actual physical violence. It may be repeated behaviour, or in serious cases, may involve only a single incident.

Examples of behaviour by employees towards students, pupils or other employees which may interpret as harassment include:

1. Insults, derogatory comments, ridicule, pranks or "jokes" of a sexual, religious or racial nature regarding the employee or people that the employee associates with.
2. Lewd or suggestive comments about appearances or personal life and sexual activities.
3. Display or circulation of sexually suggestive material (e.g. pin-ups), or racist material
4. Requests for sexual favours, including the threat of dismissal, loss of promotion for refusal

It must be kept in mind it is for each individual to determine what behaviour is acceptable to them and what they consider offensive.

All allegations of harassment will be dealt with sensitively, thoroughly, promptly and in confidence.

If informal approaches are ineffective, or in the case of serious harassment or bullying, employees should bring a formal complaint in writing.

Where an employee is found guilty of an act of harassment or bullying, he or she will be dealt with. In serious cases of harassment or bullying, the harasser may be summarily dismissed.