

Diversity, Equity and Inclusion Policy

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Purpose

1. This Policy sets out the commitment of Northeastern University London (the University) to Diversity, Equity and Inclusion (DEI). It clarifies the values and expectations of the University regarding effective policies and practices that promote diversity, equity and inclusion within our community.

Scope

2. This Policy is applicable to all students, staff, potential students and job applicants. The principles of non-discrimination and equality of opportunity also apply to the way in which staff and students should treat each other, visitors, contractors, sub-contractors, service providers, suppliers, former staff and students, and any other persons associated with the functions of the University.
3. For the purpose of this Policy, 'student' includes undergraduate, postgraduate and apprenticeship learners.

Introduction

4. Northeastern University London is committed to fostering and sustaining a diverse and inclusive culture within our community, where each student and staff member feels supported and valued and where our diverse identities and lived experiences power our creativity, innovation and excellence as part of a global University. This vision is underpinned by our DEI values:
 - 4.1. A Global Outlook: As part of Northeastern University's global network, we hold and value a global world view across all of our activities.
 - 4.2. Integrity: Our values match our endeavours.
 - 4.3. Belonging: Inclusivity and empowerment underpin the life-enriching opportunities we provide for staff and students.
 - 4.4. Courage: Our diversity is our strongest asset; it powers our creativity and excellence as we break new ground in teaching and research.
5. The University is committed to compliance with the legal framework of the [Equality Act \(2010\)](#), which includes the [Public Sector Equality Duty \(PSED\)](#). With due regard for the general duties of the PSED, the University seeks to:

- 5.1. eliminate discrimination, harassment and victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
 - 5.2. advance equality of opportunity between persons who share a protected characteristic and persons who do not share it; and
 - 5.3. foster good relations between persons who share a protected characteristic and persons who do not share it.
6. The University aims to provide an environment free from discrimination, bullying, harassment or victimisation, where all members of its community are treated with respect and dignity. The University is committed to ensuring that no one is subject to unlawful discrimination on the basis of a protected characteristic and/or the additional factors listed below:
 - 6.1. **Protected characteristics:**
 - 6.1.1. Age
 - 6.1.2. Gender reassignment
 - 6.1.3. Marriage and civil partnership
 - 6.1.4. Pregnancy and maternity
 - 6.1.5. Disability
 - 6.1.6. Race (including colour, nationality, ethnic or national origin)
 - 6.1.7. Religion or belief
 - 6.1.8. Sex
 - 6.1.9. Sexual orientation
 - 6.2. Other factors include:
 - 6.2.1. Caring responsibilities (and the right to request flexible working arrangements)
 - 6.2.2. Trade Union activity
 - 6.2.3. Unrelated spent criminal convictions (see the University's [Data Protection Policy](#))
 - 6.2.4. Part-time or fixed term employment status
 - 6.2.5. Paternity, adoption, shared parental and bereavement leave status
7. Other policies that the University will have regard to when operating this policy include but are not limited to:
 - 7.1. For everyone:

7.2. [Health and Safety Policy](#)

7.3. [Code of Practice on Freedom of Speech](#)

7.3.1. For students:

- [Academic Appeals Policy and Procedure](#)
- [Academic Engagement Policy](#)
- [Bullying, Harassment and Sexual Misconduct Policy](#)
- [Disciplinary Procedure for Students](#)
- [Extenuating Circumstances Policy](#)
- [Undergraduate Student Attendance Policy](#)

7.3.2. For employees and workers:

- [Absence Policy](#)
- [Disciplinary Procedure for Staff](#)
- [Flexible Working Policy](#)
- [Grievance Procedure for Staff](#)
- [Staff Training and Development Programme](#)
- [Recruitment Guidance Sheet](#)
- [Staff Disability Information Form](#)

8. As a Higher Education Provider, the University is also committed to complying with the Specific Duties of the PSED, which includes publishing equality information annually, including gender pay gap data, and renewing and publishing specific measurable equality objectives every four years in a publicly accessible way.

Aims

9. The University is committed to creating stimulating working, teaching, learning and research environments, where diversity, fairness, mutual respect and inclusion are highly valued.
10. The University aims to effectively integrate diversity, equity and inclusion across all areas of University life, including our strategies, policies and procedures, community and industry partnerships, the academic curriculum, teaching delivery, assessment methods, learning and research environments, and management practices.

11. The University is committed to equality of opportunity both as an education institution and as an employer. Equality of opportunity means working to ensure that no student or member of staff, or prospective student or member of staff, receives less favourable treatment on the basis of their protected characteristics.
12. In compliance with our legal obligations, the University will:
 - 12.1. Promote good relations among its staff and students and will create conditions that contribute to the full development and potential of every student and staff member.
 - 12.2. Create a climate where staff and students are given confidence to report acts and behaviour which contravene this Policy and the law.
13. Commitment to these aims will ensure that:
 - 13.1. The University is adequately equipped to meet the diverse needs and aspirations of staff, students and the wider community.
 - 13.2. The University develops diversity, equity and inclusion as a widely recognised area of competitive strength.

Roles and Responsibilities

DEI Governance

14. The [Executive Committee](#) of the University (ExCo) has ultimate accountability for compliance with the University's equality duties and for overseeing the implementation of this Policy.
15. [The Diversity, Equity, and Inclusion Committee](#) (DEIC) is tasked with the management of DEI across the University. It is responsible for advancing and supporting DEI policy and strategy, overseeing their implementation, monitoring their progress and reporting to ExCo and the Office of DEI in Boston. The Committee works with all areas of the University to ensure that DEI objectives are embedded across teaching, research, services and all aspects of University life, and that their delivery drives forward our innovation and performance as a truly global University.
16. The University community is responsible for the successful implementation of this Policy.
17. This Policy does not form part of any contract of employment or other contract to provide services, and the University may amend it at any time.

Staff and Student Responsibilities

18. Read and understand this Policy and contact the [Diversity, Equity and Inclusion](#) team if they require clarification on any of the content.
19. Undertake mandatory DEI training as required and as provided by the University.
20. Practise inclusive behaviour at Northeastern University London.
21. Report unacceptable behaviour through the [Report and Support](#) section of the University's website.
22. Disabled staff and students are encouraged to make the University aware of their condition(s) so that appropriate adjustments and/or support may be considered and provided.

Line Manager and Faculty Director Responsibilities

23. Set a good example by treating all members of the University with dignity and respect.
24. Ensure all staff understand the process and obligations of mandatory reporting.
25. Ensure all staff report any incidents of sexual violence or harassment through the [Report and Support](#) section of the University's website.
26. Ensure staff and students know how to report discrimination, bullying and harassment.
27. Ensure that reporting of incidents does not result in victimisation.
28. Deal with complaints fairly, thoroughly, quickly and confidentially.
29. Undertake any mandatory DEI training required by the University.
30. Ensure that policies, procedures and practices are inclusive by design and implementation.

Implementation

31. The University is committed to achieving the aims of this Policy through:
 - 31.1. Complying with its legal obligations, including the publication of DEI information at least annually.
 - 31.2. Publishing a DEI Strategy with measurable, data-driven objectives at least once every four years.
 - 31.3. Providing easily accessible information on the University's commitment to DEI and related initiatives on the website.
 - 31.4. Maintaining an effective infrastructure for collecting, monitoring and assessing DEI-related data.

- 31.5. Fostering mechanisms that encourage the active involvement of staff and students in the development and delivery of targeted DEI objectives, events and initiatives.
- 31.6. Providing mandatory DEI-related training for staff and students.
- 31.7. Having clear and easily accessible information for staff and students regarding how to raise DEI-related concerns.
- 31.8. Ensuring that services and opportunities for staff and students are accessible to all as far as is reasonably possible, and by providing appropriate reasonable adjustments where needed.
- 31.9. Providing clear, accurate and easily accessible pre-contract information to prospective students about University services, the total costs of our services and the accessibility of our facilities.
- 31.10. Ensuring that existing staff and students, as well as those who seek to apply to work or study at the University, are treated fairly and that individuals are judged solely on merit and by reference to their skills, abilities, qualifications, aptitude and potential.
- 31.11. Making all contractors and service providers operating on behalf of the University aware of this Policy and of their obligation to adhere to it.
- 31.12. Monitoring application, progress and achievement to ensure the opportunity for all students and staff to succeed and achieve equally, regardless of characteristics.
- 31.13. Monitoring data on staff recruitment, turnover and the use of grievance and disciplinary policies from an equality impact assessment perspective.

Reports

- 32. Members of the University community who believe they have suffered harassment, bullying or discrimination, or believe they have witnessed it happening to someone else can raise the matter through the [Report and Support](#) section of the University's website.
- 33. Allegations of harassment, discrimination, bullying or victimisation will be taken very seriously by the University in line with its policies. For further information, please see the [Disciplinary Procedure for Students](#), [Disciplinary Procedure for Staff](#), [Bullying and Harassment Policy](#) and [Sexual Misconduct Policy](#).

34. Staff, students or other parties who report an allegation of discrimination have the right to do so without fear of victimisation, and the University will make every effort to ensure victimisation does not occur and that any complaints are dealt with promptly and fairly.
35. Staff and students should consider how the report relates to the University's [Code of Practice on the Freedom of Speech](#) before submission.
36. Students or staff making reports in bad faith that are malicious or that they know to be untrue will be subject to the [Disciplinary Procedure for Students](#) or to the Disciplinary Procedure for Staff.
37. Staff, students or other parties making a report can do so without giving their name, using a reporting form.
38. However, if staff, students or other parties self-identify and request, where possible, to remain anonymous, if they then file a formal report, the investigating officer will not be able to honour the request for anonymity while pursuing a resolution under this Policy. The University has to balance the request in the context of the University's responsibility to the wider community, as well as fair and equitable treatment of the individuals involved.

Reporting, Monitoring and Reviewing

39. Northeastern University London is committed to sustaining a culture of openness, collaboration and trust in relation to Diversity, Equity and Inclusion, where every student and staff member feels free to share their observations and ideas. Please use the [DE-Ideas Form](#) to put forward suggestions for DEI-related improvements within our organisation. The suggestions gathered through this feedback mechanism will feed into the work of the DEI Committee.
40. The Director of Diversity, Equity and Inclusion will report termly to the DEI Committee and annually to Executive Committee and the DEI Open Forum on progress, initiatives and statistical information relating to diversity, equity and inclusion at Northeastern University London.
41. The Director of Diversity, Equity and Inclusion is responsible for the accuracy and completion of the DEI annual report submitted to the University's Executive Committee by September annually, according to [AQF5 Annual Monitoring and Reviewing](#).
42. The Executive Committee will monitor the data and progress and make recommendations as appropriate, updating published DEI objectives at least every four years.

43. The Executive Committee will review this Policy for its effectiveness.

Version History

Title: Diversity, Equity and Inclusion Policy				
Approved by: Executive Committee				
Location: Academic Handbook/ Policies and Procedures/ General/ Student Welfare				
Version Number	Date Approved	Date Published	Owner	Proposed Review Date
24.3.0	May 2024	May 2024	Director of Diversity, Equity and Inclusion	May 2026
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2.0	October 2020	October 2020	CEO	April 2022
1.2	September 2019	September 2019	Registrar	April 2021
1.1	June 2018	June 2018	Student Wellbeing Coordinator	June 2019
Referenced documents	Academic Appeals Policy and Procedure ; Academic Engagement Policy ; Admissions Policy ; Bullying, Harassment and Sexual Misconduct Policy ; Code of Practice on the Freedom of Speech ; Data Protection Policy ; DEI-Ideas Form ; Disciplinary Procedure for Staff ; Disciplinary Procedure for Students ; Equality Act (2010) ; Extenuating Circumstances Policy ; Health and Safety Policy ; Protected characteristics ; Public Sector Equality Duty (PSED) ; Report and Support ; Undergraduate Student Attendance Policy			
External Reference Point(s)	UK Quality Code: Learning and Teaching: Enabling Student Achievement ; Equality Act 2010 ; General Data Protection Regulation			