



**lyit**

**Institiúid Teicneolaíochta Leitir Ceannainn**  
**Letterkenny Institute of Technology**

# **Equality, Diversity and Inclusion Policy**

**December 2020**





## Revision History

### 1. Revision History

Date of this revision: 10/12/2020	Date of next revision: 10/12/2021
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2.

Revision Number	Revision Date	Summary of Changes	Changes marked
New Policy			

### 3. Documentation Location/Publication

Website – Policies and Procedures	<input checked="" type="checkbox"/>
Website – Staff Hub	<input checked="" type="checkbox"/>
Website – Student Hub	<input type="checkbox"/>
Other:	<input type="checkbox"/>

### 4. Approvals

**This document requires following approvals –**

Name	Title	Date
Dr. Lynn Ramsey EDI Director & VP for Research, Equality and External Affairs	Equality, Diversity and Inclusion Committee	10 December 2020
VP for Research Equality and External Affairs	Executive Board	15 December 2020
Dr. Lynn Ramsey EDI Director & VP for Research Equality and External Affairs	Gender Equality Committee	17 December 2020
Gender Equality Committee	Governing Body	17 December 2020

**This document was reviewed by the Governing Body on the 17<sup>th</sup> December 2020 and shall be reviewed and, as necessary, amended by the Institute annually. All amendments shall be recorded on the revision history section above.**

### **LYIT Equality Statement**

Letterkenny Institute of Technology is committed to promoting and advancing equality in all its activities and aims to provide an inclusive teaching, learning, research and working environment free from discrimination and unfair treatment

### **LYIT Equality, Diversity and Inclusion Policy**

Letterkenny Institute of Technology is committed to promoting, advancing and implementing equality of opportunity and non-discrimination in access to and participation in teaching, learning, research and working. LYIT will work in partnership with all staff and students, including members of LGBTQ+ community to create and maintain an inclusive learning and working environment and ensure that the human rights of all who work, learn and engage with the Institute are, at all times, recognised and respected.

The Equality, Diversity and Inclusion policy gives expression to LYIT's Institutional values of integrity, accountability, honesty, transparency and responsible and the Institute's mission to become an exemplar higher education institution of excellence with equality.<sup>1</sup>

LYIT is committed to equality and non-discrimination in the provision of education and seeks to develop enhanced supports for students from under-represented groups.<sup>2</sup>

LYIT recognises the importance of maintaining a research, teaching and learning environment which values diversity of opinion. The institute upholds the principle that, in their areas of expertise, institute staff have freedom to hold and express opinion. Diversity, whether in research aspirations, teaching and learning styles and modalities, subject matter, or learning outcomes, is valued as a natural consequence of academic freedom.

### **Scope of the Policy**

The policy applies to all aspects of institutional activity and applies to all members of the Institute community, including:

- All applicant students and all LYIT students. The policy covers decisions made in respect of access, provision and experience of teaching and institution support services, assessment, progression and award.
- All employment applicants, all members of staff and anyone working for or on behalf of the institution. The policy covers all decisions made in respect of recruitment and selection, career progression and development, professional development and training, pay and terms and conditions of employment.
- All visitors, third party service providers, customers, contractors in relation to services provided as part of institutional and CoLab activities both internally and externally.

### **The Policy**

The policy will be applied by the Institute in compliance with the objectives and spirit of the relevant legislation and ensure that all members of the LYIT community are treated with fairness, dignity and respect.<sup>3</sup>

The Institution will act to prevent direct and indirect discrimination, sexual harassment, harassment and victimisation in relation to the nine specified equality grounds:

- Gender: a person's identity as male or female (including transgender persons). A person may identify away from the binary gender model.

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<sup>1</sup> LYIT@50- Delivering for Our Students and Our Region (Strategic Plan 2019-2023)

<sup>2</sup> Ibid

<sup>3</sup> Disability Act 2005(as amended); Employment Equality Acts 1998 – 2015; Equal Status Act 2000 – 2015; Equality Act 2004 Irish Human Rights and Equality Commission Act 2014; Institutes of Technology Act 2006; and Irish Human Rights and Equality Commission Act 2014

- Civil Status: single, married, separated, divorced, widowed, in a civil partnership or being a former civil partner.
- Family Status: responsibility as a parent or as a person in loco parentis in relation to a person under 18, or as a parent or the resident primary carer of a person over 18 with a disability.
- Sexual Orientation: including but not limited to heterosexual, gay, lesbian, bisexual or asexual.
- Disability: temporary or permanent conditions impacting the physical, mental or emotional functioning of a person, including a range of medical conditions, learning, intellectual and cognitive disabilities.
- Race: including Race, Colour, Nationality, or Ethnic or National Origins.
- Religious Belief: including different religious affiliations as well as absence of religious beliefs.
- Member of the Traveller Community: referring to the community of people who are commonly called Travellers and who are identified (by themselves and others) as people with a shared history, culture and traditions including, historically, a nomadic way of life on the island of Ireland.
- Age: applicable to people over 16 (with the exception of car insurance).

The Institute will assess the impact of its policies and practices, taking action to address inequality and to advance equality, recognising its responsibilities under the Public Sector Equality and Human Rights Duty.

The Institute will produce an annual EDI report which will be reviewed by Governing Body. The EDI report will be tabled at Academic Council, Executive Board and Executive Council to provide the opportunity for the EDI data to inform the work of the Institution. The EDI report will monitor, analyse and report on employment applicants, promotion applicants and applicant students to ensure fair treatment and inform national equality monitoring. The EDI report will also review and report on key aspects of career development and transitions as provided in the LYIT Gender Equality Action Plan 2020.

### **Institution Responsibilities**

Governing Body has overall responsibility for the Equality, Diversity and Inclusion policy, including the timely review and update of the policy by Executive Board. All members of Governing Body will support the implementation of the policy and ensure that equality and human rights considerations inform and shape all aspects of Governing Body's work. The Gender Equality Sub Committee of Governing Body has responsibility for the strategic development of:

- Equality, Diversity and Inclusion
- monitoring the policy's impact and reporting progress to Governing Body.

LYIT President will champion and promote equality, diversity and inclusion principles supported by Executive Board.

The Institution will ensure that:

All LYIT staff and students are made aware of the policy through the Institute website, induction and training. The principles of equality, diversity and inclusion are mainstreamed and are integral to strategic planning and operational decision making.

The Institute will take prompt and robust action in response to formal and informal allegations of discrimination, victimisation and harassment, consistent with National Framework for Sexual Harassment, Bullying and Consent (2019).

Publicity material reflects the diversity of the Institute community.

Reasonable accommodations are made, as appropriate, for students, staff and service users with disabilities.

All staff involved in recruitment, promotions and student admissions receive training on equality, diversity and inclusion.

Teaching and learning provision includes, where practical, positive, inclusive and non-stereotypical content, reflecting the diverse needs and backgrounds of students, staff and the wider community.

### **Individual Responsibilities**

All institute staff, students, contractors and visitors have responsibility under the Equality, Diversity and Inclusion Policy. All individuals are:

- Responsible for making themselves aware of LYIT's Equality, Diversity and Inclusion policy and are required to participate in training which supports the implementation of the policy;
- Responsible for their behaviour and expected to treat others with dignity and respect, consistent with the policy;

### **Concerns and Complaints**

Where staff or students believe that they have been treated unfairly then they are encouraged to engage with the informal and formal mechanisms outlined in the Respect and Dignity at LYIT Procedures for the Resolution of Interpersonal Disputes

<https://intranet.lyit.ie/cms/media/Respect%20And%20Dignity%20at%20LYIT14.pdf>

Staff and students are also encouraged to avail of the Report and Support reporting app.

The institute will ensure that formal and informal complaints mechanisms are reviewed and revised in line with national policy guidance and best practice.

### **Sources of advice and support for staff and students include:**

- Vice President for Research, Equality and External Affairs
- Equality, Diversity and Inclusion Committee
- Human Resources
- LYIT Students' Union
- LYIT Students' Union Welfare Officer
- Student Counsellor
- Employee Assistant Programme: **Tel. No.:** 1 800 995 955 (ROI) or 0800 282 193 (NI), **E-mail:** [eap@vhics.ie](mailto:eap@vhics.ie)





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