

Doncaster College

**EQUALITY AND DIVERSITY COMMITTEE**

**Minutes** of a meeting of the Equality and Diversity Committee held Monday 1<sup>st</sup> March 2010 at 2pm in the boardroom at the Hub

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Present: D Bailey (chair), B Brodigan, C Colvin, H Lightburn, L Stokes, M Batty, N Marshall, P Meadows, P Rollinson, S Macdonald

Apologies: C Parkinson, S Senior, M Sydney, S Syed, S Esat-Ali, R Morris (student representative)

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	<u>Action</u>
<b>1. <u>Minutes of the meetings held on 18<sup>th</sup> January 2010</u></b>	
The minutes of the meeting dated 18 <sup>th</sup> January 2010 be accepted as a true and accurate record.	
<b>2. <u>Matters Arising</u></b>	
2.1 Minute 3.3- Ann Treacy had met with Barclays Bank to collate figures for cost of installation for the cash machine.	
2.2 Minute 3.6- Sally Senior had provided further training/drop in centres for staff and all E&D data had been updated.	
2.3 Construction students had undertaken Anti Bullying training to see the effects of bullying. Mike Batty to provide information on the Bullying Launch for students for the next meeting.	<b>MB</b>
2.4 Minute 4.6- a list of stakeholders had been put together and a special Equality and Diversity Committee meeting had been arranged for 8 <sup>th</sup> March to discuss the Single Equality Scheme.	<b>ALL</b>
2.5 Minute 4.7- the student's equality and diversity posters had been removed but would be placed back on walls for Inspection.	
<b>3. <u>'Have your Say' Conference Presentation (Life Skills Students)</u></b>	
3.1 Diane Bailey introduced the Life Skills students to the members.	
3.2 Students explained the conference to the group and discussed the PowerPoint presentation that they had created.	
Emma Davies would circulate the presentation with the minutes.	<b>ED</b>
3.3 Students would meet with Sally MacDonald to discuss ALS for them and ensure they would be receiving the correct support.	<b>SM</b>
3.4 The amount of bullying on East Block had been reduced due to staff being available at break times.	

	A CCTV camera would be installed to monitor the actions of students from different levels on East Block.	
	Mike Batty and Helen Lightburn would meet to discuss the location/installation of the camera.	HL/MB
3.5	Students suggested training would be provided for front of house staff and catering staff at to help provide support and understanding for students with LDD.	
4.	<b><u>Looked after Children Care Leavers presentation (Natalie Marshall)</u></b>	
	Emma Davies would circulate the presentation with the minutes.	ED
4.1	Natalie Marshall discussed the presentation to the group.	
4.2	Natalie Marshall would provide case studies of the students she had worked and would link with Marketing for publicity.	NM
4.3	Carole Colvin would also work marketing to produce case studies for NEETS students.	
4.4	DMBC would be creating a pledge for Looked after Children/Care Leavers by June 2010. Natalie Marshall would work along side Marketing to create a pledge for Doncaster College.	
4.5	An agenda item for the next meeting would be Case Studies Posters.	ED
4.6	Students would be involved in interviews for staff and questions would be drafted for them.	
5.	<b><u>Report update from HR</u></b> <b><u>Single Equality Scheme/Surveys</u></b>	
5.1	The Single Equality Scheme would be uploaded to the website for inspection on 16 <sup>th</sup> March.	
5.2	A consultation blog would also be added to the website for the Scheme. Paul Rollinson would meet with Chris Wardle-Cousins.	PR
5.3	Pat Meadows suggested the use of the Curriculum Surveyor System to carry out employer surveys on the single Equality Scheme.	
	Paul Rollinson would meet with Andrew Simpson to arrange.	PR
5.4	The HR site on the intranet had now been updated.	
5.5	Presentations at Welcome Meetings/Inductions would now include slides on Equality and Diversity.	
5.6	Anna Simpson would review the policy discs given out at Induction and	

would include a separate folder for Equality and Diversity.

- 5.7 The Bullying and Harassment Posters for staff and students would be produced with a brighter colour scheme and placed around the College in classrooms, staff rooms and on toilet doors.
- 5.8 The Equality and Diversity Management leaflets previously used at Induction would be redrafted and presented to the next committee meeting in April.

PR

**6. Inspection**

- 6.1 Inspection would take place on 16<sup>th</sup> and 17<sup>th</sup> March and would focus on equality and diversity within the curriculum.

**7. Date and time of next meeting**

A special meeting of the Equality and Diversity Committee will be held on **8<sup>th</sup> March 2010 at 3pm** to discuss the Single Equality Scheme. The next meeting is scheduled to be held on **12<sup>th</sup> April 2010 at 2pm** in the boardroom at the Hub.