

## SMO DISABILITY EQUALITY SCHEME – ACTION PLAN

December 2006-December 2009

<b>Aim 1: Promote equality of opportunity between disabled people and others.</b>			
Outcome	Action	Timescale	Accountable
Objective 1  Prioritised plan for Impact assessment of functions	Identify plan to address functional assessment of areas identified as a priority by the Disability Sub-group.	April 07	Equal Opportunities Committee
	Review results of consultation and involvement, and incorporate in overall plan.	April 07	
	Assess effectiveness of process.	Nov 07	
Objective 2  All new and revised policies include outcome of disability equality impact assessment	Agree Equality Impact Assessment Template.	April 07	Equal Opportunities Committee
	Integrate revised process into policy decision making structure.	April 07	
	Identify lead managers/quality auditors for training to ensure that revised template is implemented	May 07	
	Deliver workshop to identified personnel	May 07	
Objective 3  College staff and students to have the appropriate support, contacts and	Set up contact links with local disability groups and individuals.	Dec 07	Equal Opportunities Committee and Disability Sub-group
	Develop a process to record details of local engagement	Dec 07	

sources of information.	Review and develop list of disability groups and associations Ensure Annual Public Consultation Exercise gauges satisfaction of people with disabilities with services provided. On receipt of DRC impairment criteria, ensure staff survey analysis includes desegregated data. On receipt of DRC impairment criteria, ensure employment monitoring includes desegregated data. Ensure performance data is collated with regards to staff grievance matters.	Dec 07 May 07 Dec 08 Dec 07 Dec 07	
Objective 4  Publish Outcomes of Disability Equality Impact Assessment	Annual report to the Equal Opportunities Committee Publish summaries on SMO Website	July 07 August 07	Chair: Equal Opportunities Committee
Objective 5  To ensure that learning materials and environments are appropriate for disabled students	Work with UHI's Academic Registry, Subject Networks, Student Support Services and Learning Information Services to establish the appropriate groups to achieve the objective Identify what training is appropriate for staff and identify appropriate resources.	July 07	Equal Opportunities Committee

<b>Aim 2: Eliminate discrimination which is unlawful</b>			
Outcomes	Action	Timescale	Accountability

Objective 1 Record and Monitor incidents of harassment and discrimination of disabled people	Create and promote a policy for dealing with bullying and harassment of staff. Ensure current Policies allow for the reporting of employment related incidents. Ensure processes are in place to capture disabled related incidents in the work place.	Nov 07 Nov 07 Oct 09	Equal Opportunities Committee
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<b>Aim 3: Eliminate harassment of disabled people that is related to their disabilities</b>			
Outcomes	Action	Timescale	Accountability
Objective 1 Barriers to access are identified and rectified.	Review the barriers identified after the consultation process with disabled people.  Develop methods for circulation of information on our services to our customers with disabilities.  Ensure that the review of the SMO website includes accessibility requirements for disabled people.  In partnership with other public agencies, develop	Feb 07  Mar 07  Mar 07  Nov 07	Equal Opportunities Committee

	an interpreting and translation service ensuring that the needs of disabled people are met		
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**Aim 4: Promote positive attitudes towards disabled people**

Outcomes	Action	Timescale	Accountability
Objective 1  Staff and students are aware of their responsibilities in line with the provisions of the Disability Discrimination Act and the Disability Equality Duty	Address any complaints received of discriminatory behaviour by staff and/or students	Ongoing	Equal Opportunities Committee
	Establish a diversity learning programme in association with disabled people to ensure the needs of disabled people are included.	March 08	
	Develop further guidance for line managers about making reasonable adjustments.	Ongoing	
	Incorporate the provisions of the Disability Equality Duty in staff and student handbooks.	June 07	

**Aim 5: Encourage participation by disabled people in public life**

Outcome	Action	Timescale	Accountability
Objective 1 Open and transparent publication of outcomes.	Publish Action Plan.	Dec 06	Chair: Equal Opportunities Committee; Marketing Officer
	Research and consider other ways of publishing results/outcomes from Action Plan.	Dec 07	
	Report annually to Equal Opportunities Committee on progress of Action Plan	Dec 07	

<b>Aim 6: Take steps to take account of disabled peoples disabilities, even where that involves treating disabled people more favourably.</b>			
Outcome	Action	Timescale	Accountability
Objective 1 Open and transparent publication of outcomes.	Publish Action Plan.	Dec 06	Chair: Equal Opportunities Committee; Marketing Officer
	Research and consider other ways of publishing results/outcomes from Action Plan	Dec 07	
	Report annually to Equal Opportunities Committee on progress of Action Plan.	Dec 07	