



**Trinity College Dublin**  
Coláiste na Tríonóide, Baile Átha Cliath  
The University of Dublin

# Equality Policy

Approved by Board on 21<sup>st</sup> January 2016

1 Introduction .....	9
1.1 Statement of Commitment .....	9
1.2 Strategic Plan .....	11
1.3 Legislation .....	12
The nine equality grounds.....	15
1.4 The case for equality.....	16
1.5 Scope.....	17
1.6 Mainstreaming.....	19
2. Implementation .....	20
2.1 Responsibility .....	20
Equality Committee.....	20
Equality Officer.....	21

Equality Infrastructure and Services.....	21
Local Areas .....	22
Students, Staff and Service Users.....	23
2.2 Annual Implementation Plan .....	24
2.3 Reasonable Accommodation of People with Disabilities .....	25
2.4 Communications .....	26
Accessible Information.....	26
Advertising and Marketing .....	27
2.5. Business contracts.....	27
3. Equality in Service Provision (Students, Staff and Service Users) .....	29
3.1 Students .....	29
3.2 Widening Participation .....	30

3.3 Accommodating Diversity .....	31
4. Equality in employment (employees) .....	33
4.1 Recruitment and Selection.....	33
Advertising .....	35
Interviews.....	36
4.2 Training and Development.....	37
4.3 Progression .....	37
4.4 Retention and Wellbeing .....	38
5 Monitoring and Review, Feedback and Further Queries .....	40
5.1 Monitoring and review .....	40
5.2 Feedback .....	42
5.3 Queries and Complaints.....	43

5.4 Further Information .....	45
6 Appendices .....	47
Appendix 1: Definitions.....	47
Discrimination .....	47
Equality Grounds.....	50
Harassment .....	52
Positive Action.....	54
Prejudice .....	55
Reasonable Accommodation of People with Disabilities .....	55
Stereotyping.....	59
Vicarious Liability.....	59
Appendix 2: Other Policies.....	60

Accessible Information Policy.....	61
Code of Practice Applying to the Employment of People with Disabilities .....	61
Code of Practice for Students with Disabilities .....	62
Dignity and Respect Policy .....	62
Diversity Strategy .....	63
Fitness to Practice Policy .....	63
Gender Identity and Gender Expression Policy .....	64
Student Charter .....	64
Student Mental Health Policy.....	65
Policy on Supports for Student Parents, Student Carers and Students Experiencing Pregnancy.....	65
Appendix 3: Equality Infrastructure and Services .....	66

Athena SWAN..... 66

Chaplaincy ..... 67

College Health Centre ..... 67

Director of Diversity and Inclusion ..... 68

Disability Service ..... 68

Global Relations ..... 69

Human Resources..... 69

Mature Students Officer..... 70

Trinity Centre for People with Intellectual Disabilities ..... 70

Students’ Unions ..... 71

Student Counselling Service ..... 72

Trinity Access Programmes (TAP)..... 72

Trinity Inclusive Curriculum Project (TIC) ..... 73

Tutorial Service and Postgraduate Advisory Service ..... 73

Unilink ..... 74

Centre for Women in Science, Engineering and Research (WiSER)..... 74

## **1 Introduction**

### **1.1 Statement of Commitment**

Trinity College Dublin is committed to promoting equality in all aspects of its activity: employment, education and service provision.

Trinity is committed to non-discrimination for students, staff and service users in relation to all of the nine grounds specified in equality legislation (please see **1.3 Legislation** below).

Trinity will seek to identify any barriers to full participation in University life as a student, staff member or service user, and take action to redress these as appropriate.

Trinity will take **positive action**<sup>1</sup> measures to support particular groups who may be disadvantaged or under-represented in accessing education, employment or career progression where appropriate.

Trinity strives to be inclusive of all in the University community and will seek to accommodate diversity in service provision where practicable.

These commitments can apply to groups outside the nine grounds of equality legislation.

---

<sup>1</sup> Please see **Appendix 1 Definitions**

Trinity is fully committed to the ongoing implementation of these commitments, as outlined in Section 2 of this policy.

## **1.2 Strategic Plan**

In its Strategic Plan 2014-2019, Trinity has embedded the promotion of equality and diversity in the overall mission of the University, publishing a number of specific goals and describing its commitment as follows:

“Commitments to equality and diversity are values on which Trinity’s excellence relies. To this end we are committed to creating an inclusive, diverse and pluralist college community and a positive environment in which all can participate, and all are recognized

fully for their contributions. We are committed on all equality grounds to protecting staff and students from discrimination and to ensuring that diversity is promoted and celebrated.”

Please refer to Section C8.2 of the Strategic Plan for further details:

<https://www.tcd.ie/strategy/strategic-plan-201419.pdf>

### **1.3 Legislation**

The principle of equality is enshrined in many international and EU treaties and declarations.

The Universal Declaration of Human Rights sees equality as a fundamental principle in terms of

a person's human rights – 'All human beings are born free and equal in dignity and rights', Art. 1.

This policy is developed in the context of the Employment Equality Acts 1998-2011 and Equal Status Acts 2000-2012 which prohibit direct and indirect discrimination, sexual harassment, harassment and victimisation in relation to nine equality grounds: gender, family status, civil status, sexual orientation, age, disability, religion, ethnicity and membership of the Traveller community (hereafter referred to as "the nine equality grounds")<sup>2</sup>.

The Employment Equality Acts prohibit discrimination in employment – regarding recruitment, promotion, pay and other conditions of employment. The Equal Status Acts prohibit

---

<sup>2</sup> Please see **Appendix 1 Definitions** for further information on the terms used in this paragraph

discrimination in access to and provision of services or accommodation, and discrimination by educational establishments.

The Universities Act 1997 places obligations on universities to promote equality, including gender balance, and access.

The Disability Act 2005 places significant obligations on public bodies in terms of providing integrated access to services and information to people with disabilities, as well as promoting the employment of people with disabilities.

Other legislation may relate to one or more of the nine equality grounds and the relevant Acts are taken into account in Trinity's policy development and practices.

This policy reflects Trinity's commitment to meet its obligations under all the aforementioned Acts, and also to be proactive in promoting equality in the spirit of the Acts.

**The nine equality grounds**

Gender

Family status

Civil status

Sexual orientation

Age

Disability

Religion

Ethnicity

Membership of the Traveller community

## **1.4 The case for equality**

The concept of equality is central to Trinity's ethos of academic and service excellence. Trinity is committed to recruiting and retaining the most talented students and staff, and to ensuring that its students and staff reach their full potential. The promotion of equality does not restrict academic debate or other forms of respectful free speech within the University – on the contrary, it welcomes a diversity of voices to the field, and encourages all to contribute to University life. Implementation of this policy is key to Trinity's success as a 21<sup>st</sup>-century university on the world stage.

## 1.5 Scope

This policy applies to:

- All registered students and applicants for student places, and relates to the provision of all services to students including teaching and supervision, assessment, progression, and award and support services. (see Section 3)
- All applicants for student places and relates to all decisions in respect of the admission of students.
- All employees, all applicants for employment, and all those who work on behalf of Trinity (e.g. contractors), and relates to all areas of employment practice including recruitment

and selection, training and development, progression (including promotion), pay, employment conditions and retention. (see Section 4)

- All service users, visitors, customers and clients of the University, and relates to all services provided by Trinity in its diverse activities both internal and external. (see Section 3)

Note: hereafter 'service user' will be used to denote customers, members of the public, visitors and clients.

## **1.6 Mainstreaming**

Trinity seeks to mainstream (i.e. embed) equality in its planning processes so as to ensure that an equality perspective is incorporated into all University activities and policies.

This will mean taking into account the impact of business, academic or development strategies on staff, students and service users from across the nine equality grounds as part of the usual decision-making process.

Guidance on equality mainstreaming can be sought from the Equality Officer.

## **2. Implementation**

### **2.1 Responsibility**

#### **Equality Committee**

The Board of Trinity College Dublin is responsible for the governance and oversight of the affairs of the University. The Equality Committee is a Principal Committee of Board with staff and student representation, charged with responsibility for the development and monitoring of policies and practices in relation to equality. The Equality Committee is responsible for reviewing the implementation of this policy and for any amendments to the policy.

## **Equality Officer**

The Equality Officer has an advisory role to the Equality Committee and will support the University in implementing this policy, communicating this policy effectively to internal and external parties, liaising with relevant departments and services and providing advice to staff and students on the contents of this policy.

## **Equality Infrastructure and Services**

Other units, including a range of support services, have particular roles regarding the implementation of this policy. Please see **Appendix 3: Equality Infrastructure and Services** for further details.

## **Local Areas**

Each University area that provides a service, including academic services, has the responsibility to ensure the service provided upholds the commitments outlined in this policy.

Deans, Heads of School and Discipline, Line Managers, Supervisors and others in positions of authority should seek to ensure that the Equality Policy is upheld in their areas.

The Equality Officer will liaise with local areas regarding implementation of the Equality Policy (and other equality-related policies as appropriate) in the area.

## **Students, Staff and Service Users**

All staff play a role in implementing this policy and are expected to familiarise themselves with its contents, as well as the contents of the equality-related Trinity policies detailed in **Appendix 2: Other Policies**.

All students, student societies and service users are expected to cooperate with the implementation of this policy.

Non-compliance with this policy will be considered a breach of University governance, and may be referred to the College Secretary / Equality Committee / Board, depending on the level of non-compliance.

## **2.2 Annual Implementation Plan**

The Equality Committee will produce an Equality Policy Implementation Plan on an annual basis. Each Implementation Plan will detail the specific ways in which the Equality Policy will be implemented in the following year, and will include measurable objectives. Each Implementation Plan will be based on ongoing consultation with staff and students, and on the information contained in the Equality Committee's Annual Report regarding implementation of the policy in the previous year. This will facilitate continual improvement in Trinity's equality culture, procedures and supports.

## **2.3 Reasonable Accommodation<sup>3</sup> of People with Disabilities**

Trinity seeks to ensure that students, staff and service users with a disability have as complete and equitable an access to all services and facets of University life as can reasonably be provided. Trinity is committed to a programme of improving the physical access of facilities and to providing accessible information – please see **2.4 Communications** below.

Trinity seeks to create an environment where students, staff and service users with disabilities can discuss what their needs are with all University areas. University areas will seek to make reasonable accommodations for those needs that are disclosed to them.

---

<sup>3</sup> Please see **Appendix 1 Definitions**

Students / incoming students may register with the Disability Service and staff / prospective staff may contact the Human Resources department, in order to discuss their needs and to access relevant supports.

Disability Service: [disab@tcd.ie](mailto:disab@tcd.ie)

Human Resources: [hr@tcd.ie](mailto:hr@tcd.ie)

## **2.4 Communications**

### **Accessible Information**

Materials produced by Trinity will be provided in a relevant and accessible manner to students, staff and service users across the nine equality grounds, in accordance with the Accessible

Information Policy. The Accessible Information Policy (see **Appendix 2 Other Policies**) is a key element of the implementation of both the Equality Policy and the Disability Act 2005.

### **Advertising and Marketing**

Advertising and marketing strategies will be non-discriminatory and will communicate Trinity's commitment to equality and diversity.

### **2.5. Business contracts**

Trinity will seek to ensure that other companies from whom it has contracted to receive goods and services are aware that this policy is in place and that these companies are expected to

comply with it. Business contracts will reflect this requirement. Breach of this policy will constitute grounds to suspend the contract.

### **3. Equality in Service Provision (Students, Staff and Service Users)**

#### **3.1 Students**

The provisions of the Equality Policy apply to registered students of the University of Dublin, Trinity College Dublin, as well as to applicants to study at the University.

Trinity will ensure equality of access and opportunity for students and will ensure its admissions process, assessment, administration and other procedures do not discriminate directly or indirectly against any student in relation to any of the nine equality grounds. This

applies to extra-curricular as well as to academic elements of University life. Student societies are expected to implement this policy throughout their activities.

### **3.2 Widening Participation**

Trinity facilitates access to its programmes by students from under-represented groups through its outreach activities, its foundation courses and its alternative admissions routes. Trinity works towards the national objectives for widening access to higher education. The primary office for this is the Trinity Access Programmes, [https://www.tcd.ie/Trinity\\_Access/](https://www.tcd.ie/Trinity_Access/)

### **3.3 Accommodating Diversity**

University services will seek to provide high-quality services in an inclusive, accessible and flexible manner to the diversity of the student, staff and service user population.

Trinity will seek to accommodate the diversity of students, staff and service users from across the nine equality grounds and other under-represented groups by:

- Actively identifying and addressing student, staff and service user needs across the nine grounds and from other under-represented groups. Various data, feedback and consultation methods will be used for this purpose.
- Providing reasonable accommodation for students, staff and service users with disabilities and providing integrated access to services where practicable.
- Exploring barriers to participation for students, staff and service users.

- Taking positive action measures to promote equality of opportunity for disadvantaged persons where necessary.
- Ensuring flexibility in the operation of systems and services.
- Embedding inclusiveness within all activities and academic practices.

## **4. Equality in employment (employees)**

The Equality Policy applies to all employees of the University. Particular responsibility for the implementation of this section of the policy lies with the Human Resources area, and the Equality Office will liaise with Human Resources regularly regarding the implementation of this section. All Trinity employment practices and procedures will be reviewed regularly to ensure that they comply with this policy.

### **4.1 Recruitment and Selection**

In relation to recruitment and selection, Trinity will:

- Seek to recruit from as wide a talent pool as possible, and will proactively ensure that its recruitment activity is inclusive.
- Not discriminate directly or indirectly against any applicant or candidate to employment in relation to any of the nine equality grounds.
- Select candidates on the basis of merit – ensuring the candidate with the talent, skills, competencies and experience most suited to the post is selected.
- Identify and remove any unnecessary barriers that might impede the application or selection of an eligible candidate, across all nine equality grounds.
- Develop inclusive recruitment practices that acknowledge the diversity of applicants and candidates to the University.
- Provide a flexible service and facilitate communication between applicants and Recruitment staff.

- Seek information on the diversity profile of employment applicants to ensure that Trinity is attracting a representative sample of people from different backgrounds.
- Seek feedback and consult with applicants or other interest groups to ensure quality of service.
- Ensure transparency of recruitment procedures.

### **Advertising**

- Ensure that job descriptions and advertisements do not directly or indirectly exclude any potential applicant or include any unnecessary requirements that would unfairly exclude an applicant in relation to any of the nine equality grounds.
- Ensure that advertisements reach candidates across all nine equality grounds (by advertising in a variety of media for example).

## Interviews

- Provide training in equality and diversity (as well as recruitment skills) to all members of interview panels. All members of interview panels must have taken the Irish University Association's Living Equality and Diversity (LEAD) training, and all staff are encouraged to take LEAD training.
- Use an agreed and objective system of rating candidates (by experience, skill, qualifications etc. as relevant).
- Assess any medical test required in relation to the specific duties of the job.
- Employees who disclose a disability will be provided with reasonable accommodation as outlined in the Code of Practice Applying to the Employment of People with Disabilities.

## **4.2 Training and Development**

In relation to training and development, Trinity will:

- Ensure that every employee has equal access to training and development opportunities regardless of any of the nine equality grounds.
- Seek to ensure that programmes provided are inclusive and accommodate the diversity of staff.
- Mainstream equality issues in training programmes where relevant.

## **4.3 Progression**

In relation to progression, Trinity will:

- Ensure that all staff enjoy equal access to progression and promotional opportunities regardless of any of the nine equality grounds.

- Monitor promotional processes and outcomes regarding gender (and other equality criteria where appropriate) in order to ensure equality of opportunity in career progression in Trinity.
- Remove any identified barriers to progression for particular groups of staff under the nine equality grounds, and where appropriate implement measures to redress imbalances.

#### **4.4 Retention and Wellbeing**

In relation to retention and wellbeing, Trinity will:

- Seek to retain and develop talent in its diverse staff from across all nine equality grounds.
- Make every effort to retain employees who develop a disability, as per the Code of Practice Applying to the Employment of People with Disabilities.

- Provide equal access to work-life balance policies and benefits as appropriate.
- Provide access to the University's Employee Assistance Programme as widely as possible.
- Provide regular information to staff about benefits and entitlements through the Human Resources webpages, [www.tcd.ie/hr](http://www.tcd.ie/hr)
- Give consideration throughout all industrial relations matters (grievances, disciplinary matters etc.) to accommodating diversity across the nine equality grounds.

## **5 Monitoring and Review, Feedback and Further Queries**

### **5.1 Monitoring and review**

The implementation of the policy will be reviewed on a regular basis by the Equality Committee and the policy updated on foot of this review, other legal developments, or advice from government bodies such as the HEA, at least every three years.

Trinity will continue to develop systems to collect and examine information relating to the diversity of the student, staff and service user body regarding the nine equality grounds and

other under-represented groups in order to ensure service quality for all. Any such collection of data is conducted in compliance with Trinity's obligations under Data Protection legislation.

The Equality Committee has a particular role in overseeing the development and embedding of equality monitoring processes.

Each service, administrative and academic area will include a report on the implementation of this policy in their Annual Report and will facilitate the Equality Committee with the relevant information in order to monitor implementation.

The Equality Committee will report on the overall implementation of this policy in its Annual Report.

## **5.2 Feedback**

Trinity will actively seek feedback on the implementation of this policy from students, staff and service users. This feedback will inform future development and implementation of the policy.

Trinity welcomes feedback from students, staff and service users from across the nine equality grounds.

Trinity has developed quality enhancement systems to collect feedback on academic programmes from students.

University services have feedback and complaint systems in place; Trinity is currently in the process of developing Guidelines in Respect of Quality Customer Service for Customer clients.

Regular consultation with student and staff representatives occurs via the University Committee system.

The Equality Officer engages in ongoing consultation on equality matters with students and staff.

### **5.3 Queries and Complaints**

If you would like to raise an issue regarding the implementation of the Equality Policy, or other equality matters, please contact the Equality Officer ([equality@tcd.ie](mailto:equality@tcd.ie)) who will log your query /

complaint and either liaise with you directly or arrange for you to liaise with the relevant office, as appropriate. You may be directed to other existing complaints procedures.

Please note that broad, non-identifying details of your query / complaint and its outcome may be recorded for monitoring purposes. This will help the University continue to improve its policies and service provision.

Any individual who raises a complaint with the Equality Office will not be victimised, i.e. they will not suffer discrimination as a result of making a complaint.

Queries regarding complaints made under the Disability Act 2005 should be directed to the Disability Service at [disab@tcd.ie](mailto:disab@tcd.ie) or 01-896-3111.

Cases of alleged bullying or harassment should be dealt with under the Dignity and Respect procedures. The Equality Officer can advise on these procedures, please contact them at the details in **5.4 Further Information** below.

## **5.4 Further Information**

### **Equality Officer**

West Theatre

Trinity College, Dublin 2

[equality@tcd.ie](mailto:equality@tcd.ie)

+353 1 896 3282

[www.tcd.ie/equality](http://www.tcd.ie/equality)

### **Equality Committee**

[www.tcd.ie/committeepapers/equality](http://www.tcd.ie/committeepapers/equality)

The Equality Committee secretary is the Equality Officer, contact details for correspondence above.

## **6 Appendices**

### **Appendix 1: Definitions**

Please note that these definitions are guidelines only and should not be taken as legal advice.

#### **Discrimination**

Discrimination is prohibited and has a specific meaning in the Employment Equality Acts and Equal Status Acts. Discrimination can be direct, indirect, by association or imputation.

- **Direct discrimination** – direct discrimination is defined as the treatment of a person in a less favourable way than another person is, has been or would be treated in a comparable situation on any of the nine equality grounds.
- **Indirect discrimination** – indirect discrimination happens when there is less favourable treatment in effect or by impact. It happens when people are, for example, refused employment or training not explicitly on account of a discriminatory reason but because of a provision, practice or requirement which they find hard to satisfy. If the provision, practice or requirement puts people who belong to one of the grounds covered by the Acts at a particular disadvantage then the employer will have indirectly discriminated, unless the provision is objectively justified by a legitimate aim and the means of achieving that aim are appropriate and necessary.

- **Discrimination by association**

Discrimination by association happens where a person associated with another person (belonging to the nine equality grounds) is treated less favourably because of that association.

- **Discrimination by imputation**

Discrimination by imputation occurs when a person is discriminated against on the basis of any of the nine equality grounds which is imputed to them (i.e. they are thought to fit into that ground).

## Equality Grounds

- **gender:** a person's identity as a man, woman or non-binary gender identity.  
Discrimination relating to a person being transgender or having intersex status is covered by this ground.
- **civil status:** single, married, separated, divorced, widowed, civil partner, former civil partner.
- **family status:** pregnant, a parent of a person under 18 years, or the resident primary carer or parent of a person with a disability;

- **age:** this only applies to people over 16;
- **race and ethnicity:** a particular race, skin colour, nationality or ethnic origin;
- **religion:** different religious belief, background, outlook or none;
- **disability:** this is broadly defined including people with physical, intellectual, learning, cognitive or emotional disabilities and a range of medical conditions
- **sexual orientation:** a person's preference in sexual partners, which may include but is not limited to such categories as gay, lesbian, bisexual, heterosexual or asexual;

- **membership of the Traveller community:** people who are commonly called Travellers, who are identified both by Travellers and others as people with a shared history, culture and traditions, identified historically as a nomadic way of life on the island of Ireland.

## **Harassment**

Harassment, in the Equality Acts, is any form of unwanted conduct related to any of the nine discriminatory grounds that has the purpose or effect of violating a person's dignity and creating an intimidating, hostile, degrading, humiliating or offensive environment for the person.

Sexual harassment is any form of unwanted verbal, non-verbal or physical conduct of a sexual nature.

In both cases the unwanted conduct may include acts, requests, spoken words, gestures or the production, display or circulation of written words, pictures or other material.

The emphasis is on the effect of the unwanted conduct on the recipient, not on the intention of the perpetrator.

There are other forms of bullying and harassment which are not included in the Acts but which are covered by other legislation such as the Unfair Dismissals Acts, the Safety, Health and Welfare at Work Act 2005, Civil Law and Criminal Law.

## **Positive Action**

The Equality Acts allow for preferential treatment or the taking of positive measures which are bona fide intended to

- Promote equality of opportunity
- Cater for the special needs of persons, or a category of persons who because of their circumstances, may require facilities, arrangements, services or assistance

The Equality Acts do not allow for positive discrimination except in certain specified circumstances.

## **Prejudice**

Prejudice is a negative judgment, conviction or opinion formed beforehand or without knowledge or examination of the facts. It may be directed towards a group or an individual of that group.

## **Reasonable Accommodation of People with Disabilities**

### **(a) in service provision (Equal Status Acts 1998-2011)**

A person selling goods or providing services, a person providing accommodation, educational institutions and clubs must do all that is reasonable to accommodate the needs of a person with a disability.

This involves providing special treatment or facilities in circumstances where without these, it would be impossible or unduly difficult to avail of the goods, services, accommodation etc.

However, they are not obliged to provide special facilities or treatment when this costs more than what is called a nominal cost. What amounts to nominal cost will depend on the circumstances such as the size and resources of the body involved.

**(b) in employment (Employment Equality Acts 2000-2012)**

Nothing in the Act requires an employer to recruit or promote a person who is not fully competent and fully available and capable of undertaking the duties attached to the position. For the purposes of the Act a person who has a disability is considered fully competent and

capable on reasonable accommodation (referred to as appropriate measures) being provided by the person's employer.

An employer is obliged to take appropriate measures to enable a person who has a disability:

- to have access to employment
- to participate or advance in employment
- to undertake training

unless the measures would impose a disproportionate burden on the employer.

Appropriate measures are practical measures to adapt the employer's place of business including:

- the adaptation of premises and equipment,

- patterns of working time
- distribution of tasks
- or the provision of training or integration resources

The employer is not obliged to provide any treatment, facility or thing that the person might ordinarily or reasonably provide for himself or herself.

In determining whether the measures would impose a disproportionate burden, account is taken of the financial and other costs entailed, the scale and financial resources of the employer's business, and the possibility of obtaining public funding or other assistance.

## **Stereotyping**

Stereotyping is when characteristics conventionally associated with a particular group are applied to the individuals perceived to be of that group. Stereotypes are generalisations, they may be ill-informed, and they can be either positive or negative.

## **Vicarious Liability**

Employers are liable for discriminatory acts of an employee in the course of his or her employment, unless they can prove that they took reasonably practicable steps to prevent the conduct.

## **Appendix 2: Other Policies**

Other Trinity policies are developed and/or reviewed within the context of the Equality Policy. The Equality Policy should be read in conjunction with the following policies, guidelines, codes of practice and strategies, which support equality, diversity and inclusion in Trinity. Trinity regularly develops new policies which support equality and an up-to-date list of all University policies can be found at [www.tcd.ie/about/policies](http://www.tcd.ie/about/policies).

Human Resources policies regarding recruitment, promotion and a range of other employment matters can be found on their website, [www.tcd.ie/hr](http://www.tcd.ie/hr).

The Dignity and Respect Policy (included in the list below) is the policy that should be referred to in cases of alleged bullying or harassment.

### **Accessible Information Policy**

Outlines Trinity's commitment to providing information in accessible formats to people with and without disabilities.

<https://www.tcd.ie/about/policies/accessible-info-policy.php>

### **Code of Practice Applying to the Employment of People with Disabilities**

Outlines the ways in which Trinity supports the employment of people with disabilities, including reasonable accommodations.

[https://www.tcd.ie/about/policies/employment\\_of\\_people\\_with\\_disabilities.php](https://www.tcd.ie/about/policies/employment_of_people_with_disabilities.php)

### **Code of Practice for Students with Disabilities**

Outlines the ways in which Trinity supports the education of people with disabilities, including reasonable accommodations.

[https://www.tcd.ie/disability/assets/pdf/Code of Practice for Students with Disabilities.pdf](https://www.tcd.ie/disability/assets/pdf/Code_of_Practice_for_Students_with_Disabilities.pdf)

### **Dignity and Respect Policy**

Outlines Trinity's commitment to maintaining an environment of dignity and respect where bullying and harassment is not tolerated.

<https://www.tcd.ie/about/policies/respect.php>

### **Diversity Strategy**

Details a range of actions that Trinity will take to support diversity throughout the University.

The Diversity Strategy is currently in development.

### **Fitness to Practice Policy**

Outlines the procedures for dealing with cases where a student's fitness to practice may be in question.

<https://www.tcd.ie/about/policies/fitness-to-practice-policy.php>

### **Gender Identity and Gender Expression Policy**

Outlines Trinity's commitment to recognise and support an individual's gender identity and gender expression.

<http://www.tcd.ie/about/policies/assets/pdf/Gender%20Identity%20and%20Gender%20Expression%20PolicyFINAL.pdf>

### **Student Charter**

Outlines Trinity's aim to provide an excellent student experience, within and outside the classroom; details rights and responsibilities of students and staff.

<https://www.tcd.ie/students/assets/pdf/student-charter-2009.pdf>

### **Student Mental Health Policy**

Outlines Trinity's commitment to supporting students with mental health issues and to providing a safe and inclusive environment for all students and staff.

[https://www.tcd.ie/about/content/pdf/policy\\_mentalhealth.pdf](https://www.tcd.ie/about/content/pdf/policy_mentalhealth.pdf)

### **Policy on Supports for Student Parents, Student Carers and Students Experiencing Pregnancy**

Details the supports available to students with caring responsibilities and students who are experiencing pregnancy to ensure equality of opportunity for such students.

<https://www.tcd.ie/about/policies/assets/pdf/student-parent-carer-and-pregnancy-policy.pdf>

## **Appendix 3: Equality Infrastructure and Services**

### **Athena SWAN**

The Athena SWAN charter is a gender equality award for higher education institutions in the UK and Ireland. Trinity's Athena SWAN self-assessment team prepare its applications for Athena SWAN accreditation.

<https://www.tcd.ie/diversity-inclusion/athena-swan/>

## **Chaplaincy**

The ecumenical chaplaincy represents the four main Christian Churches in Ireland and provides pastoral guidance and faith-development activities for students and staff.

<https://www.tcd.ie/Chaplaincy/>

## **College Health Centre**

The College Health Centre provides free medical care to Trinity students.

<https://www.tcd.ie/collegehealth/>

### **Director of Diversity and Inclusion**

The Director of Diversity and Inclusion has particular responsibility to promote and advance diversity in Trinity. Through development and ownership of a Trinity Diversity Strategy, the Director will ensure effective diversity and inclusion practices across the entire University.

<https://www.tcd.ie/diversity-inclusion/>

### **Disability Service**

The Disability Service provides advice, support and information to help students and staff with disabilities.

<https://www.tcd.ie/disability/>

## **Global Relations**

The Vice-President for Global Relations and their team support international students through initiatives such as the Global Room, Student Ambassadors, intercultural awareness training, and so on.

<https://www.tcd.ie/globalrelations/>

## **Human Resources**

The Human Resources department offer a range of supports for staff including confidential advice, and free counselling through the Employee Assistance Programme.

<https://www.tcd.ie/hr/>

### **Mature Students Officer**

The Mature Students Officer provides advice and support to both prospective and current mature students (undergraduate students aged 23 or over).

<https://www.tcd.ie/maturestudents/>

### **Trinity Centre for People with Intellectual Disabilities**

Trinity Centre for People with Intellectual Disabilities has been established to promote the inclusion of people with intellectual disability and their families in further education.

<http://www.tcd.ie/ciid/>

## Students' Unions

The Trinity College Dublin Students' Union and Graduate Students' Union are not official bodies of Trinity College Dublin, however they play an important role in supporting, advising and representing students, and in advocating for equality within the University and on a national level.

- Students' Union Welfare and Equality Officer: <https://www.tcdsu.org/welfare>
- Graduate Students' Union Vice-President and Welfare Officer: <http://tcdgsu.ie/the-gsu/sabbats/>

## **Student Counselling Service**

The Student Counselling Service offer free, confidential and non-judgemental support to students who are experiencing personal and/or academic concerns.

[https://www.tcd.ie/Student\\_Counselling/](https://www.tcd.ie/Student_Counselling/)

## **Trinity Access Programmes (TAP)**

TAP are part of Trinity's contribution to tackling social exclusion, through a range of innovative, targeted initiatives for individuals who, for socio-economic reasons, have not yet realised their full educational potential.

[https://www.tcd.ie/Trinity\\_Access/](https://www.tcd.ie/Trinity_Access/)

### **Trinity Inclusive Curriculum Project (TIC)**

TIC and the Centre for Academic Practice and Student Learning offer a range of guidelines, templates and resources to enable staff to embed inclusive principles within their teaching and assessment practices.

<https://www.tcd.ie/CAPSL/TIC/>

### **Tutorial Service and Postgraduate Advisory Service**

These services provide support, advice and representation to undergraduate and postgraduate students respectively.

Undergraduate students: [https://www.tcd.ie/Senior\\_Tutor/](https://www.tcd.ie/Senior_Tutor/)

Postgraduate students: [https://www.tcd.ie/Senior\\_Tutor/postgraduateadvisory/](https://www.tcd.ie/Senior_Tutor/postgraduateadvisory/)

## **Unilink**

Unilink is a confidential, practical support service for students registered with the Disability Service who may be experiencing mental health difficulties. Unilink is run by the Disability Service in collaboration with the Discipline of Occupational Therapy.

<http://www.tcd.ie/disability/services/unilink-service.php>

## **Centre for Women in Science, Engineering and Research (WiSER)**

WiSER works to recruit, retain, return and advance women in academic science, engineering & technology through developmental, promotional and other activities.

<http://www.tcd.ie/wiser/>