



# The Hull York Medical School

## Code of Practice on Equal Opportunities

**Updated:** 21.08.03

**Frequency of Update:** As required

**Responsibility to Update:** The Secretary of HYMS (Head of Administration)

## 1. Introduction

- 1.1. Students at the Hull York Medical School are primarily registered, for the purpose of statutory returns, to either the University of Hull or the University of York (hereafter “ the Universities “).
- 1.2. Notwithstanding section 1.1, all HYMS students have access to appropriate facilities of both institutions, for example computing and library, and are subject to this Code of Practice.
- 1.3. Staff of the Hull York Medical School either are employees of, or hold an honorary contract with, one of the Universities. In respect of equal opportunities, they are bound by, and supported by, the policies, procedures, and codes of practice of their employer.

## 2. Statement Of Policy

- 2.1. In all its activities, HYMS will use its best endeavours to ensure equality of opportunity, with no discrimination on such grounds as disability, age, race, colour, nationality, ethnic origins, creed, HIV status, sexual orientation, gender, marital or parental status, political belief or social or economic class, or any other criterion not relevant to participation in HYMS programmes, subject always to Fitness to Practise requirements (see *HYMS Code of Practice on Academic and Fitness to Practise Appeals*).
- 2.2. Both Universities, and all participating NHS organizations, are committed to equality of opportunity, and maintain appropriate Policies and Codes of Practice which
  - 2.2.1. address the need and right of students and staff to be treated with respect and dignity, in an environment in which a diversity of backgrounds and experiences is valued
  - 2.2.2. eliminate unlawful discrimination, promoting equality of opportunity and good relations between people of different racial groups
  - 2.2.3. require that no prospective or existing student should receive less favourable treatment on any grounds which are not relevant to academic ability and attainment
  - 2.2.4. require a continuing programme of monitoring and action to bring about the implementation of such policies.

## 3. Code Of Practice

### 3.1. Staff

- 3.1.1. In respect of equal opportunities, Staff of HYMS are bound by, and supported by, the policies, procedures, and codes of practice of their employer, to which they should refer.

### 3.2. Student admissions

- 3.2.1. HYMS welcomes applications from potential students of all social and ethnic backgrounds. Its admissions policy aims to promote equal opportunities, while at the same time selecting students who have the ability and motivation to benefit from the programme to which they seek admission.
- 3.2.2. Students with a wide range of disabilities or health conditions are eligible for admission to HYMS through the normal processes, with the expectation of graduation in medicine provided that they achieve the prescribed standards of knowledge, skills, and attributes. A very small number of disabilities and health conditions may prevent satisfactory completion of medical training. Each case is different and has to be viewed on its merits. (see 'Student Health and Conduct: Guidance for Universities and Medical Students', General Medical Council 2002 ([http://www.gmc-uk.org/med\\_ed/default.htm](http://www.gmc-uk.org/med_ed/default.htm)))
- 3.2.3. A wide range of factors is taken into account by selectors in the admissions process, such as post-school experience and breadth of interests. In the case of mature students these factors may, where appropriate, be taken into account in place of examination results (See also *HYMS Code of Practice on Admissions*).
- 3.2.4. HYMS and the Universities, in association with UCAS, are committed to a programme of monitoring admissions to medical programmes. The results of such monitoring will be reviewed by the HYMS Admissions Committee, to consider the implications for equal opportunities, and to take action where appropriate.

### 3.3. Student Progression

- 3.3.1. Teaching, learning and assessment strategies will be equitable, undertaken with awareness of the different needs of students, and be directed towards the encouragement of academic and personal development.
- 3.3.2. HYMS will monitor and review the needs of students with illness or disability, and will seek to ensure that students with disabilities have access to the full range of academic, social and cultural activities, and clinical placement experiences, subject always to Fitness to Practise requirements.
- 3.3.3. The Universities and NHS organizations participating in HYMS will comply with relevant legislation, undertaking reasonable adjustments to meet both the general need for access and the specific needs of individuals with disabilities.
- 3.3.4. HYMS will ensure that individuals with disability, through the Associate Dean for Students, have the opportunity to consult about their needs, and have their views received sympathetically and taken into account.
- 3.3.5. Subject to the requirements of the programme being undertaken, HYMS recognises the **domestic and caring responsibilities** of some students, including those with childcare needs. The office of the HYMS Associate Dean for Students will assist students with such responsibilities to find appropriate support.

#### **4. Facilities and Services**

- 4.1. Both Universities provide an extensive network of student support, which operates in accordance with equal opportunities policy. Details can be found in the *HYMS Code of Practice on Student Welfare and Support*.
- 4.2. The office of the HYMS Associate Dean for Students will assist HYMS students to find appropriate support.

#### **5. Supervisory system**

- 5.1. Every HYMS student is allocated a Personal Advisor who provides guidance and support on academic, professional and personal matters. Further details are set out in the *HYMS Code of Practice on Student Welfare and Support*.
- 5.2. In the spirit of equal opportunities policy, HYMS students will be allowed to change supervisors without difficulty. Students who wish to do so should contact the HYMS Associate Dean for Students.

#### **6. Special religious or cultural needs**

- 6.1. Subject to the reasonable requirements of the programme being undertaken, HYMS will make reasonable efforts to meet the special needs of any individual arising from religious or cultural obligations.

#### **7. Harassment**

- 7.1. Allegations of harassment of any individual on the basis of any attribute listed in section 2.1 above will be subject to *HYMS Code of Practice on Harassment*.

#### **8. Complaints procedure**

- 8.1. Subject to paragraphs 7.1 and 8.2 below, students who believe that they have been treated in a manner which is not consistent with equal opportunities legislation may lodge a complaint through the Associate Dean for Students, or, if the complaint concerns the Associate Dean for Students or her/ his representative, through the Dean. Details of procedures for submitting and handling complaints are contained in the *HYMS Code of Practice on Investigation and Determination of Student Complaints*. The procedure will apply both on the University Campuses, and on clinical attachments.
- 8.2. Student appeals against decisions of relating to academic progression will be subject to *HYMS Code of Practice on Assessment and Examination*, *HYMS Code of Practice on Fitness to Practise Medicine*, and *HYMS Code of Practice on Academic and Fitness to Practice Appeals*.