

## JUST Centre Justice, Equality, Diversity and Inclusion (JEDI) Policy

This policy follows the guidance provided by the University of Manchester EDI Strategy, which states:

‘Our Equality, Diversity, and Inclusion (EDI) strategy continues to cement our ambitions and ongoing commitment to making the University of Manchester outstandingly inclusive. *This is underpinned by our shared values of humanity and providing a sense of belonging for all*’ (public version [here](#)).

Colleagues are encouraged to follow EDI guidance published by their own institutions and to let us know if there are any mismatches that should be addressed.

When developing this EDI policy for the JUST Centre, we first consulted and then incorporated the guiding principles of ACCESS, adapting them for our use as appropriate. Please see [here](#). We have called it JEDI to ensure justice is central to what we do.

### **Equality, Diversity and Inclusion – Core Elements from ACCESS guiding principles**

- Under the Equality Act 2010 it is against the law to discriminate against someone because of age, disability, gender reassignment, marriage or civil partnership status, pregnancy and maternity, race, religion or belief, sex or sexual orientation.
- In our work in ACCESS we are committed to upholding the Equality Act, as well as avoiding exclusion or discrimination on the basis of other personal characteristics (e.g., class background, income, physical or mental health) as well as professional characteristics (e.g., career stage, discipline, sector).
- ‘Equality’ means discrimination should be eliminated and increasing equality of opportunity ensured. It means that people should be treated the same way, regardless of individual difference.
- The principle of ‘Equity’ goes further and should guide Environmental Social Science (ESS) research and practice. This means recognizing that each person has different circumstances and that targeted allocation of resources and opportunities may be needed to reach an equal outcome.
- ‘Diversity’ is concerned with representation. Colleagues, partners and stakeholders should be valued for the different backgrounds and perspectives they have to offer.
- ‘Inclusion’ means creating an environment where everyone feels welcome and is able to participate, which may involve reflecting on how we can proactively make reasonable adjustments to our usual processes. Inclusive environments often benefit everyone.

• In the USA it is common to refer to DEI: Diversity, Equity, Inclusion **and Justice**. Ensuring our approach is just means ensuring that both processes and outcomes are fair.

Action Area	Suggested Actions
Knowledge and implementation of best practice in EDI in HE and research and innovation	Ensure familiarity with ACCESS guiding principles on EDI (see extract and link above); commit to including justice as a core principle in everything we do – hence <b>JEDI</b> .
	Ensure familiarity with relevant organisational policies on dignity at work, bullying and harassment and unconscious bias.
	Ensure familiarity with <a href="#">UKRI’s Equality, Diversity and Inclusion Strategy</a>
Meetings	When scheduling meetings try first for a time between 10am and 3pm, avoiding Mondays and Fridays.
	Schedule meetings outside of these times only by consent of all involved.
	Collectively agree Terms of Reference, including the frequency, type, aim, and location of meetings.
	Collectively discuss what an inclusive meeting and process means to participants and agree some basic guidelines.
	Circulate agenda and supporting documents in advance.
	Consider rotating the role of meeting chair.
Workshops and events (many points are relevant to internal meetings)	Provide hybrid options where appropriate and feasible, ensuring that online participants are effectively supported to enable meaningful participation in hybrid meetings.
	Actively invite a diverse range of participants, speakers and presenters.
	Be proactively welcoming of diverse participants to ensure these spaces are positive, inclusive and meaningful to attendees.

	<p>Include statement(s) in event promotional material highlighting that we welcome attendance from diverse participants, including those who may require additional support to attend.</p>
	<p>Engage in conversations with venues about accessibility and provide specific information about any provisions (such as step-free access, dietary considerations, sole-occupancy boarding, sensory considerations, timetabling etc.) so that it clear that serious consideration has been given to accessibility.</p>
	<p>Recognise that, while strongly encouraged for sustainability reasons, public transport is not always the most appropriate option for everyone.</p>
	<p>Be mindful of varying dietary needs when arranging catering (e.g., allergies, vegetarian/vegan, Halal/Kosher, etc.).</p>
	<p>Avoid scheduling key events during major religious festivals and holidays, school pick up/drop off times, peak travel times, offer hybrid for those who have caring responsibilities.</p>
	<p>Identify, circulate and implement best practice advice on hosting accessible, inclusive events.</p>
	<p>Ensure inclusivity in ongoing discussions and decisions about meeting agendas, activities, methods of communication throughout the life of the Centre.</p>
	<p>Facilitate a relaxed environment and opportunities for informal interactions by ensuring sufficient food and refreshments breaks; these often form an integral part of meetings.</p>
	<p>Consider covering travel costs for non-staff members from community groups who attend meetings on a volunteer basis.</p>
Research activities	<p>Research activities should follow the same principles as internal operations; researchers must follow best ethical practice at all times.</p>
	<p>Be continuously self-reflexive as scholars: be aware of structural privilege and committed to dismantling colonial, patriarchal, Eurocentric, ageist and ableist mindsets that prevail in academia and wider sectors/publics.</p>
	<p>Engage with open research principles to ensure project outputs are widely accessible (e.g. publish datasets, pre-prints, open access journal articles).</p>

Communications	Use inclusive language in our communications.
	Provide information in a range of accessible formats (e.g. make use of ALT TEXT, subtitles, audio).
	Identify and make use of diverse communication channels and networks, including those aimed at under-represented groups such as those who identify as Black, Asian, or Minority Ethnic, LGBTQIA+, or those who are neurodiverse.
	Ensure communication and promotional materials reflect best practice in visual accessibility (e.g., considering colour contrast, background colours)
	Ensure images used in communications represent diverse people, while avoiding superficial tokenism.