Accommodation & Campus Services

	Key Issues to be addressed	Actions	Lead Responsibility	Timescale	Our target/outcome	Disability	Race	Gender	Age	Trans-gender	Sexual Orientation	Religion/ Belief	Maternity Pregnancy
Accommodation & Campus Services													
1.1	Review procedures to ensure that students/conference guests are allocated appropriate accommodation to suit disabilities	Review the existing plan to address individual needs. Ensure the involvement of key individuals/groups to address issues at each level. This includes the production of personal evacuation plans.	Accommodation Office	Apr-10	Ensure that stakeholders are fully aware of the benefits of mental health promotion and ensure that they are being undertaken	X							
1.2	To review marketing strategy to ensure that our student accommodation and conference services are marketed to diverse groups/individuals.	Revisit the existing plan to check assumptions and plan to target any new markets. Ensure the involvement of key individuals/groups to ensure engagement.	Marketing and Communications	01/01/2011	Continue to produce inclusive literature for diverse student/conference markets	X	X	X	X	X	X	X	
1.3	To review the uniform policy to ensure that all specific needs are considered.	Develop a new uniform policy to reflect the diverse labour market.	General Managers	01/02/2010	Ensure all staff are aware of the revised Uniform Policy.	X	X	X	X	X		X	X
1.4	To review the range of menus offered to students and conference guests to ensure that all specific needs are met.	Revisit the existing menus that have been designed to target diverse markets and specific religious groups. Menus to continue to reflect the needs of our diverse international market.	General Manager	01/02/2011	Ensure that all students and conference guests are aware that specific dietary needs can be met.		X					X	
1.5	Review the ACS workforce to consider appropriate action to address any imbalance.	Develop a new plan to increase the diversity of ACS staff, which reflects the diversity of the student and conference market.	General Managers	01/08/2010	An action plan with measurable milestones that gives focus to this ongoing aspect of diversity.	X	X	X	X	X	X	X	
1.6	To review the opportunities for staff to gain workplace support in line with their specific needs	Develop a plan that would facilitate the opportunity for ACS staff to engage with support networks across the community.	Training and Development Manager	01/08/2011	Ensure that all staff are aware of the opportunity to attend support groups within the University or wider community.	X	X	X	X	X	X	X	X