

## Annex 5 – British Council Policies

### Child Protection Global Policy Statement

The British Council recognises that we have a fundamental duty of care towards all children we engage with, including a duty to protect them from abuse. We achieve this through compliance with UK child protection laws and relevant laws in each of the countries we operate in, as well as by adherence to the United Nations Convention on the Rights of the child (UNCRC) 1989.

A child is defined in the British Council as anyone who has not reached their 18th birthday (UNCRC 1989) irrespective of the age of majority in the country where a child is, or their home country.

This policy is mandatory for all British Council staff worldwide. This includes anyone who works for the British Council, either in a paid or unpaid, full or part-time capacity. This includes directly employed staff, trustees, contractors, agency staff, consultants, volunteers, interns and anyone working on behalf of the British Council.

For more information: [www.britishcouncil.com.cy/child-protection-policy](http://www.britishcouncil.com.cy/child-protection-policy)

### Equality, Diversity and Inclusion

Our Equality Policy commits us to ensuring that there is no unjustified discrimination<sup>1</sup> in the recruitment, retention, training and development of staff on the basis of age, disability, gender including transgender, HIV/AIDS status, marital status including civil partnerships, pregnancy and maternity, political opinion, race/ethnicity, religion and belief, sexual orientation, socio-economic background, spent convictions, trade union activity or membership, work pattern, on the basis of having or not having dependants, or on any other grounds which are irrelevant to decision-making<sup>2</sup>.

Our Equality Policy takes account of relevant legal standards. We aim to abide by and promote equality legislation by following both the letter and the spirit of it in this area. We try to avoid unjustified discrimination which we recognise is a barrier to equality, diversity, inclusion and human rights.

The British Council is committed to:

- understanding, valuing and working constructively with diversity to enable fair and full participation in our work and activities;
- ensuring that there is no unjustified discrimination in our recruitment, selection, performance management and other processes;
- ensuring action that promotes equality; this includes conducting equality screening and impact assessments of policies and functions and progressing diversity action plans;

- treating individuals with whom we work with fairness, dignity and respect;
- playing our part in removing barriers and redressing imbalances caused by inequality and unjustified discrimination.

For more information: [www.britishcouncil.org/organisation/how-we-work/equality-diversity-inclusion/about](http://www.britishcouncil.org/organisation/how-we-work/equality-diversity-inclusion/about)

## Data Protection

Data Protection gives people rights over their data, whilst setting standards for the people who use it.

In UK and European law personal data means any information that allows one individual to be differentiated from another - it does not have to name anybody or be private.

If processing your application involves the recording and processing of personal data (such as names, addresses and CVs), such data will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the European Union institutions and bodies and the British Council on the free movement of such data. Unless indicated otherwise, your replies to the questions and any personal data requested are required to evaluate your proposal in accordance with the Guidelines for the call for proposal and will be processed solely for that purpose by the data controller. Details concerning processing of your personal data are available on the privacy statement at:

[http://ec.europa.eu/dataprotectionofficer/privacystatement\\_publicprocurement\\_en.pdf](http://ec.europa.eu/dataprotectionofficer/privacystatement_publicprocurement_en.pdf)

<sup>1</sup> Some types of discrimination are based on characteristics about people they cannot control and so are classified as unlawful and unjustified. Generally, making a distinction between people for a range of reasons **not** related to their specific characteristics and protected by law is **not** unjustified discrimination.

<sup>2</sup> Other irrelevant grounds could include, for example, language, accent, weight, although these on their own may not attract