

## HUMAN RESOURCES

This section covers information on The College's strategy and management of human resources. Information relating to individual members of staff is exempt from disclosure as personal information under the Data Protection Act.

|     |  |             |        |
|-----|--|-------------|--------|
| 3.1 | Employment and Employee Relations. This section covers information on recruitment, service, rights and responsibilities. |             |        |
|     | · Handbook and Induction Booklet   | Paper Based | No Fee |
| 3.2 | Equal Opportunities / Diversity  |             |        |
|     | Policies, statements, procedures and guidelines relating to the provision of Equal Opportunities and Race Relations:     |             |        |
|     | · Policy   | Paper Based | No Fee |
| 3.3 | Human Resources Strategy<br>(Optional – not included in this scheme)   |             |        |
| 3.4 | Staff Development  |             |        |
|     | This class includes information on staff development, training and appraisal.  |             |        |
|     | · Statement  | Paper Based | No Fee |
|     | · Handbook   | Paper Based | No Fee |
|     | · File   | Paper Based | No Fee |
|     | · Investor People Statement  | Paper Based | No Fee |