

Malta Business School

Equality, Diversity and Inclusion Policy

Revision History			
Version Number	Revision Date	Revised by	Summary of changes
Version 0	06-02-2018	CC	Official policy set up.
Version 1	06-02-2021	CC	Review. No changes.
Version 2	01-10-2025	CC	Review. Slight changes.

MBS Equality, Diversity and Inclusion policy

1. Introduction

Malta Business School (MBS) welcomes everyone, regardless of background or starting point. We are committed to promoting, maintaining and supporting equal opportunities in all aspects of our work. We want everyone to achieve their full potential, grow in self-esteem and gain respect for, and from, others. This is irrespective of gender, personal status, ethnic origin, religious belief, sexual orientation, disability, age or other. MBS is actively committed to promoting an equal opportunities environment for all School users and for affording practical and realistic help for all staff and learners who are challenged with a range of disabilities.

This policy binds all employees at Malta Business School and all learners of the School. Malta Business School is committed to ensure a non-discriminatory environment, which is the responsibility of all staff members and learners working and learning at Malta Business School.

In line with the Laws of Malta, Malta Business School is committed to and complies fully, insofar as it is required to do so, with the relevant sections:

- Article 4 of the Equality of Men and Women Act (Chapter 456).
- The Equal Opportunities (Persons with Disability) Act 2000
- Employment and Industrial Relations Act 2002 (Chapter 452)
- Equal Treatment of Persons Order 2007 (Chapter 460)
- Article 3 of the Access to Goods and Services and their Supply (Equal Treatment) Regulations, 2008 (legal notice 181 of 2008).

2. Equal opportunities

MBS is committed to recruiting staff and students regardless of their colour, creed, nationality or ethnic origin, gender, personal status, religious belief, sexual orientation, disability, age or other. Recruitment whether of staff members or students is based on merit.

Malta Business School maintains a firm commitment to providing an inclusive, respectful, and equitable environment that rejects all forms of discrimination. Discrimination based on gender, age, race, ethnicity, religion, disability, sexual orientation, marital status, or any other characteristic has no place within MBS's academic or professional community. Every individual is entitled to be treated with dignity and fairness, and to have equal access to opportunities for working or learning and professional growth. The institution actively promotes diversity and equal treatment through its policies, practices, and culture, ensuring that all members of the community contribute to and benefit from a safe and supportive environment free from prejudice or bias.

Direct discrimination occurs when an individual is treated less favourably than others because of a protected characteristic such as age, gender, race, disability, religion, or sexual orientation. It is an overt and intentional form of unequal treatment that undermines fairness, respect, and equality within the learning and working environment. MBS maintains a zero-tolerance approach to direct discrimination and is committed to ensuring that all members of its community are treated with dignity and have equal access to opportunities.

Indirect discrimination happens when a policy, rule, or practice that appears neutral in its wording or intention places certain individuals or groups at a disadvantage compared to others. This form of discrimination is often unintentional but can still create barriers to equality and inclusion. The institution

actively reviews its procedures and decision-making processes to identify and remove any practices that could unfairly disadvantage members of its community, ensuring that fairness and equal opportunity are maintained at all levels.

Protected characteristics are specific attributes that are legally safeguarded to ensure fairness, equality, and respect for all individuals. These typically include age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. The institution recognises and upholds these protections across all areas of its operations, ensuring that no student, staff member, or stakeholder is treated unfairly or disadvantaged because of who they are. This commitment supports a culture of inclusion, dignity, and equal opportunity for everyone within the community.

Inclusion is about creating an environment where everyone feels valued, respected, and able to fully participate, regardless of their background or personal circumstances. It goes beyond simply avoiding discrimination — it involves actively embracing diversity and ensuring that policies, practices, and behaviours promote equity and belonging. At MBS, inclusion is embedded in all aspects of academic and professional life, from teaching and learning to recruitment and decision-making. By fostering a culture of openness and respect, the School ensures that every individual has the opportunity to contribute their unique perspectives and achieve their full potential.

3. Disability

MBS treats a person as having a disability if they have a physical or mental impairment which has a substantial and long term adverse effect on their ability to carry out normal day-to-day activities. The School acknowledges that a person is more likely to be disadvantaged by social and environmental factors rather than by the disability itself.

Disability in this context can include a wide range of issues and conditions. Typically, this would be one or a combination of the following matters:

- Specific learning difficulty e.g. dyslexia
- Visual impairment: partial sight or blindness
- Hearing loss: partial hearing or profoundly deaf
- Mobility difficulties or wheelchair user
- Restricted use of the upper limbs
- Mental health issues
- Non visible conditions e.g. epilepsy, sickle cell anaemia, HIV.

4. Staff recruitment procedure

There is a formal recruitment process and procedure as indicated in the MBS Recruitment Policy. This is in place for the appointment of all staff members. The key aim of the procedure is to ensure that fair and appropriate procedures are followed and informed judgments are made when seeking to fill MBS positions.

When applications are received, they are assessed against the criteria for the post advertised by the School. Furthermore, when conducting interviews the Interview Assessment Sheet is required to be used by those involved to better assist recollections of what took place at the interview. These procedures are used for the appointment of all full time and on-contract MBS teaching and administrative staff.

4. Student recruitment & admissions policy

In conformity with both MBS policy and Maltese law, students are admitted to courses offered at the School if they meet the relevant course admission requirements and are judged to be likely to benefit from the programme. All applicants are assessed fairly and transparently according to their academic achievements, professional experience, and potential for success. The School is committed to maintaining integrity and equality in its admissions process, free from bias or undue influence related to personal characteristics, background, or circumstances. This merit-based approach upholds the School's values of excellence, fairness, and opportunity for all learners. and without allowing creed, age, gender, sexual orientation, race, colour, ethnic origin, marital status, social or domestic background, disability or other characteristic to affect their eligibility.

5. Student support and learning needs identification

MBS is fully committed to recruit students based on the fulfilment or the eligibility criteria. MBS has in place systems for the identification of students with learning needs and for providing appropriate support mechanisms for such students.

The School invites students to indicate any perceived learning needs prior to joining the School or the programme. Such open communication allows the School, in consultation with the student, to arrange for realistic support which is tailored to the student. At MBS such arrangements have been operational since March 2014.

6. Statement of zero tolerance

Malta Business School (MBS) upholds a **zero-tolerance stance towards any form of harassment or discrimination**. Every person within our community: staff members, tutors, and adult learners, deserves to work and study in an environment that is respectful, safe, and free from intimidation or abuse.

Harassment in any form — whether verbal, physical, sexual, racial, psychological, digital or other — undermines trust, damages wellbeing, and erodes the inclusive values upon which our learning community is built. It is not only unethical but also unlawful under national and local legislation.

The School is committed to taking immediate and appropriate action to address all allegations of harassment. Any individual found to have engaged in such behaviour will face disciplinary action, up to and including termination of employment or expulsion from the institution.

Please read the MBS Harassment Policy and follow the procedure outlined if there has been a breach of policy. At Malta Business School we are also open to your feedback and ready to listen to you if you want to bring anything to our attention. Contact the Head of Programmes if you have a concern and would like to talk in a safe and supportive environment.