



Hawthorns Primary School with Little Owls Nursery

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Equality and Diversity Policy

Statutory Policy	Yes
Policy Date	Nov 2020
Review Period	3 Years
Next Review Date	Nov 2023
Reviewed by	Resources Committee
Approved By	Anne Walker (Committee Chair)

Coverage	School	Yes
	Nursery	Yes
Published to	School Website	Yes
	Staff Area	Yes
	Nursery Website	Yes

Document Derivation / Update Details	
Original WSCC Template details	Model Policy on Equality and Diversity (May 2020) Throughout this document, black text is taken from the model policy and blue text provides school specific detail.
Changes in this version	Updated for latest model policy (updated contacts)

1. Aim of Policy

The aim of this policy is to provide employees with a clear statement about the school's commitment to promoting equality and diversity within employment.

We seek to ensure that our working environment is one that respects and includes everyone regardless of their gender or gender reassignment; marital status (including civil partnership); sexual orientation; race, language, ethnic or national origins and nationality (including citizenship); religious belief; disability and / or medical conditions; age; whether they have dependants; trade union membership status and activity or political views/affiliations.

2. Scope of the Policy

This policy applies to all employees within the school, regardless of how long they have been employed, their contractual hours and contract type.

Definitions

For us "equality" is about opportunity, access, participation and contribution on a fair and equal footing and providing a framework for this to happen.

The term "diversity" acknowledges there are differences between people and the school values and respects the variety of backgrounds, perspectives, values and beliefs of its employees.

3. Public Sector Equality Duty

The Equality Act 2010 places a statutory duty on the school to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation;
- Advance equality of opportunity; and
- Foster good relations between people from different groups.

Please click on this link to see Department for Education advice for Schools. [DfE Equality Act 2010 - Guidance for Schools](#)

4. Links to other Policies

The School's Single Equality Policy sets out our commitments, values and objectives in relation to equality and diversity. It covers children, parents, staff, carers, governors and other stakeholders. *(Delete if not adopted)*

The Model Behaviour at Work policy sets out how we expect employees to behave toward one another and outlines the framework for addressing issues that are raised.

The WSCC Standards of Conduct sets out the expected standards of behaviour and conduct for all employees. *(Academies please delete this reference or replace with details of equivalent policy)*

All the policies mentioned above can be accessed via West Sussex Services for Schools.

5. Guiding Principles

- We are committed to providing equality of opportunity for all by eliminating discrimination. We will do this by ensuring that our practices reflect relevant employment legislation and good practice. Our employment decisions are based upon job related, objective criteria.
- We are committed to having a workforce that reflects the diversity within our community where everyone is treated with dignity and respect. (*Academies - delete if this is not a commitment made by the school in its Equality Scheme*).

6. Employee Responsibilities

All employees, irrespective of their role, have a personal responsibility to comply with this policy, associated policies and to abide by the Equality Act 2010, in dealing with each other, managing staff and in their relationships with children, parents, carers, governors and other stakeholders.

In particular, employees, must not:

- discriminate against colleagues, other workers, job applicants, children, parents, carers, governors or other stakeholders;
- bully or harass colleagues, other workers, job applicants, children, parents, carers, governors or other stakeholders;
- encourage or try to encourage another person to treat others unfairly or to practice unlawful discrimination;
- victimise people who have made allegations or complaints of discrimination or who have provided information about such discrimination.

We will not tolerate any of the above behaviours. Where employees commit an act of unjustified or unlawful discrimination, or allow discrimination to occur without taking appropriate action, then they could be liable to a claim being brought against them as an individual, for example at an Employment Tribunal. The employee could also be liable to disciplinary action for a breach of the County Council's Standards of Conduct, which could result in dismissal.

For more detailed information please see the following documents:

(*Academies please delete these references or replace with details of equivalent policies*)

- WSCC Standards of Conduct Model Behaviour in the Workplace Policy
- Definitions of bullying, harassment and victimisation
- Types of discrimination

7. Employer Commitment

We will carry out the following activities in order to demonstrate our commitment to equality and diversity, and also to fulfil our legal responsibilities.

7a. Employment Policies

We will ensure that our employment policies, practices and associated guidance are fair to all by undertaking an equality analysis when we carry out employee related projects, policy developments and reviews. All of our policies, associated guidance and procedures are available to view and download from West Sussex Services for Schools.

We will monitor the implementation of these policies to ensure that they remain fair in practice and that any barriers to and within employment are removed.

7b. Consultation

We have consultation arrangements with a number of trade unions and professional associations.

7c. Staff Groups

(Academies please delete this section or replace with details of your own staff network groups)

There are three work-related interest groups organised by West Sussex County Council staff in partnership with UNISON. They are open to all school staff. The groups are:

- GLO-West (Lesbian, Gay, Bisexual and Transgender) Staff Group – contact james.ironside@westsussex.gov.uk
- Disabled Staff Group for staff with disabilities – contact robert.hayes@westsussex.gov.uk and
- the Black and Minority Ethnic (BAME) staff group – contact grace.natoli@westsussex.gov.uk

8. Accessibility

If you would like this information in another format, please email People.Management.Policy&Practice.Team@westsussex.gov.uk

Who can help?

If employees have any questions about equality and diversity issues, they can contact HR Customer Services on 01243 6(42148) or email hr.customer.services@westsussex.gov.uk.

Headteachers/ line managers can also get support from HR Customer Services or, for more in- depth questions about diversity and equality issues they can contact HR Professional Support for advice on 033022 22422 or email HR.Professional.Support@westsussex.gov.uk

If you need this policy in an alternative format please contact the HR Policy Team on HRPolicyQueries@westsussex.gov.uk

Appendix A

Equal Opportunities Policy

1. Aims and objectives

- 1.1 We do not discriminate against anyone, be they staff or pupil, of their sex, race, colour, religion, nationality, ethnic or national origins. This is in line with the 1976 Race Relations Act and covers both direct and indirect discrimination.
- 1.2 We promote the principles of fairness and justice for all, through the education that we provide in our school.
- 1.3 We ensure that all pupils have equal access to the full range of educational opportunities provided by the school.
- 1.4 We constantly strive to remove any forms of indirect discrimination that may form barriers to learning.
- 1.5 We ensure that all recruitment, employment, promotion and training systems are fair to all, and provide opportunities for everyone to achieve.
- 1.6 We challenge stereotyping and prejudice whenever it occurs.
- 1.7 We celebrate the cultural diversity of our community and show respect for all minority groups.
- 1.8 We are aware that prejudice and stereotyping is caused by low self-image and ignorance. Through positive educational experiences and support for each individual's point of view, we aim to promote positive social attitudes and respect for all.

2. Gender

- 2.1 We counter tendencies to have different expectations of boys and girls. Have high expectations of both boys and girls and treat as individuals.
- 2.2 We are aware of using gender as an organisational category i.e. do not segregate sexes unnecessarily e.g. on registers, lining up etc.
- 2.3 We show disapproval of sexist remarks and respond in an appropriate manner.
- 2.4. We give positive encouragement to both sexes to participate in all activities.
- 2.5 We carefully choose toys, books and equipment to avoid stereotyping and maintain a balance in the curriculum for all children.

3. Racism

- 3.1 It is the right of all the pupils to receive the best education the school can provide, with access to all educational activities organised by the school. We do not tolerate any forms of racism or racist behaviour. Should a racist incident occur, we will act immediately to prevent any repetition of the incident.
- 3.2 We endeavour to make our school welcoming to all minority groups.
- 3.3 Should anyone at our school be a victim of racism, we will do all we can to support that person in overcoming any difficulties they may have.
- 3.4 We promote an understanding of different culture. In Religious Education we find out about different religious festivities,
- 3.5 We will work towards promoting an understanding of other cultures, both at school and in the wider community.

4. Disability

- 4.1 We encourage disabled children to participate in all classroom activities
- 4.2 We boost the self-esteem of any disabled child
- 4.3 We foster an understanding of disability within the school
- 4.4 We welcome any one with a disability into school
- 4.5 We are aware that some disabilities need special provision and make every effort to provide it
- 4.6 We ensure that we have resources that reflect disability in the community
- 4.7 We are knowledgeable about the disabilities of any child in our care.

5. The role of governors

- 5.1 The governing body will continue to do all it can to ensure that all members of the school community are treated fairly and with equality
- 5.2 The governing body seeks to ensure that people with disabilities are not discriminated against when applying for jobs at our school. The governors take all reasonable steps to ensure that the school environment gives access to people with disabilities.
- 5.3 The governing body will, in its annual report, make reference to arrangements for disabled pupils,
- 5.4 The governors welcome all applications to join the school, whatever background or disability a child may have.
- 5.5 The governing body ensures that no child is discriminated against whilst in our school on account of their sex, religion or race. So, for example, all children have access to the full range of the curriculum, and regulations regarding school uniform will be applied equally to boys and girls. If a child's religion affects the school uniform, then the school will deal with each case sensitively and with respect for the child's cultural traditions.

6. The role of the head teacher

- 6.1 It is the head teacher's role to implement the school's equal opportunities and anti-racist policy and s/he is supported by the governing body in doing so.
- 6.2 It is the head teacher's role to ensure that all staff are aware of the school policy on equal opportunities, and that teachers apply these guidelines fairly in all situations
- 6.3 The head teacher ensures that all appointment panels give due regard to this policy, so that no one is discriminated against when it comes to employment or training opportunities.
- 6.4 The head teacher promotes the principle of equal opportunity when developing the curriculum, and promotes respect for other people in all aspects of school life, for example, in assembly, where respect for other people is a regular theme.
- 6.5 The head teacher treats all incidents of unfair treatment and any racist incidents with due seriousness.

7. The role of the class teacher

- 7.1 The class teacher ensures that all pupils are treated fairly, equally and with respect. We do not discriminate against any child.
- 7.2. When selecting classroom material, teachers pay due regard to the sensitivities of all members of the class and do not provide material that is racist or sexist in nature,
- 7.3 When designing schemes of work, we use this policy to guide us, both in our choice of topics to study and in how to approach sensitive issues.
- 7.4 All our teachers challenge any incidents of prejudice or racism. We record any serious incidents in the 'concerns log' and draw them to the attention of the head teacher. Teachers support the work of ancillary or support staff and encourage them to intervene in a positive way against any occurrence of discrimination.

8. Monitoring and review

- 8.1 It is the responsibility of our governing body to monitor the effectiveness of this Equal Opportunities policy, the governing body does this by:
- monitoring the progress of pupils of minority groups and comparing it to the progress made by other pupils in the school
 - monitoring the staff appointment process, so that no-one applying for a post at this school is discriminated against
 - requiring the head teacher to report to governors on an annual basis on the effectiveness of this policy
 - taking into serious consideration. any complaints regarding equal opportunity issues from parents, staff or pupils
 - monitoring the school behaviour' and exclusions policy, so those pupils from minority groups are not unfairly treated.