



## Equal Opportunities Policy Information and Objectives

<b>Approved by:</b>	Board of Directors	<b>Date:</b> 28/11/2018
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<b>Next review due by:</b>	November 2019	

## **1. Introduction**

- 1.1 The Rainbow Multi Academy Trust recognises that discrimination and victimisation is unacceptable and that it is in the interests of the Academy and its employees to utilise the skills of the total workforce. It is the aim of the Academy to ensure that no employee or job applicant receives less favourable facilities or treatment (either directly or indirectly) in recruitment or employment on because of age, disability, sex, gender reassignment, pregnancy, maternity, race (which includes colour, nationality and ethnic or national origins), sexual orientation, religion or belief, or because someone is married or in a civil partnership. These are known as "protected characteristics".
- 1.2 Our aim is that our workforce will be truly representative of all sections of society and each employee feels respected and able to give of their best.
- 1.3 We oppose all forms of unlawful and unfair discrimination or victimisation. To that end the purpose of this policy is to provide equality and fairness for all in our employment. All employees, whether part-time, full-time or temporary, will be treated fairly and with respect.
- 1.4 Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.
- 1.5 Our staff will not discriminate directly or indirectly, or harass pupils, parents, carers, visitors or colleagues because of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation in the provision of the Academy's goods and services.
- 1.6 This policy and the associated arrangements shall operate in accordance with statutory requirements. In addition, full account will be taken of any guidance or Codes of Practice issued by the Equality and Human Rights Commission, any Government Departments, and any other statutory bodies.

## **2 Our Commitment**

- To create an environment in which individual differences and the contributions of all our staff are recognised and valued.  
Every employee is entitled to a working environment that promotes dignity and
- Training, development and progression opportunities are available to all staff.
- To promote equality in the workplace which we believe is good management practice and makes sound business sense.
- We will review all our employment practices and procedures to ensure fairness.
- Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings.

- This policy is fully supported by senior management and has been agreed with trade unions and/or employee representatives.
- The policy will be monitored and reviewed annually

### **3 Responsibilities of Management**

3.1 Responsibility for ensuring the effective implementation and operation of the arrangements will rest with the Principal/Directors/ Managers will ensure that they and their staff operate within this policy and arrangements, and that all reasonable and practical steps are taken to avoid discrimination. Each manager will ensure that:

- all their staff are aware of the policy and the arrangements, and the reasons for the policy;
- grievances concerning discrimination are dealt with properly, fairly and as quickly as possible;
- proper records are maintained.

Central Services will be responsible for monitoring the operation of the policy in respect of employees and job applicants, including periodic departmental audits.

### **4 Responsibilities of staff**

4.1 Responsibility for ensuring that there is no unlawful discrimination rests with all staff and the attitudes of staff are crucial to the successful operation of fair employment practices. In particular, all members of staff should:

- comply with the policy and arrangements;
- not discriminate in their day to day activities or induce others to do so;
- not victimise, harass or intimidate other staff or groups who have, or are perceived to have one of the protected characteristics.
- ensure no individual is discriminated against or harassed because of their association with another individual who has a protected characteristic.
- inform their manager if they become aware of any discriminatory practice.

### **5 Third parties**

5.1 Third-party harassment occurs where an Academy employee is harassed, and the harassment is related to a protected characteristic, by third parties such as clients or customers. The Rainbow Multi Academy Trust will not tolerate such actions against staff. The employee concerned should inform their manager / supervisor immediately that this has occurred. The Rainbow Multi Academy Trust will fully investigate and take all reasonable steps to ensure any harassment does not happen again.

## **6 Related Policies**

6.1 All employment policies and arrangements have a bearing on equality of opportunity. The Academy policies will be reviewed regularly and any discriminatory elements removed.

## **7 Rights of people with a disability or impairment**

7.1 The Academy attaches particular importance to the needs of disabled people.

Under the terms of this policy, managers are required to:

- make reasonable adjustment to maintain the services of an employee who becomes disabled, for example, training, provision of special equipment, reduced working hours. (NB: managers are expected to seek advice on the availability of advice and guidance from external agencies to maintain disabled people in employment);
- include disabled people in training/development programmes;
- give full and proper consideration to disabled people who apply for jobs, having regard to making reasonable adjustments for their particular aptitudes and abilities to allow them to be able to do the job.

## **8 Equality Training**

8.1 A series of regular briefing sessions will be held for staff on equality issues. These will be repeated as necessary. Equality information is also included in induction programmes.

8.2 Training will be provided for managers on this policy and the associated arrangements. All managers who have an involvement in the recruitment and selection process will receive specialist training.

## **9 Monitoring**

9.1 The Academy deems it appropriate to state its intention not to discriminate and assumes that this will be translated into practice consistently across the organisation as a whole. Accordingly, a monitoring system will be introduced to measure the effectiveness of the policy and arrangements.

9.2 The system will involve the routine collection and analysis of information on employees by gender, marital status, ethnic origin, sexual orientation, religion /

beliefs, grade and length of service in current grade. Information regarding the number of staff who declare themselves as disabled will also be maintained.

- 9.3 There will also be regular assessments to measure the extent to which recruitment to first appointment, internal promotion and access to training/development opportunities affect equal opportunities for all groups.
- 9.4 We will maintain information on staff who have been involved in certain key policies: Disciplinary, Grievance and Dignity at Work.
- 9.5 Where appropriate equality impact assessments will be carried out on the results of monitoring to ascertain the effect the Academy policies may have on those who experience them. The information collected for monitoring purposes will be treated as confidential and it will not be used for any other purpose.
- 9.6 If monitoring shows that the Academy, or areas within it, are not representative, or that sections of our workforce are not progressing properly within the Academy, then an action plan will be developed to address these issues.

## **10 Grievances and discipline**

- 10.1 Employees have a right to pursue a complaint concerning discrimination or victimisation via the Academy Grievance Procedure.
- 10.2 Discrimination and victimisation will be treated as disciplinary offences and they will be dealt with under the Academy Disciplinary Procedure.

## **11 Review**

- 11.1 The effectiveness of this policy and associated arrangements will be reviewed annually under the direct supervision of the Headteacher.

## Information and Objectives

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### 1. Aims

Our school aims to meet its obligations under the public sector equality duty by having due regard to the need to:

- Eliminate discrimination and other conduct that is prohibited by the Equality Act 2010
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it
- Foster good relations across all characteristics – between people who share a protected characteristic and people who do not share it

### 2. Legislation and guidance

This document meets the requirements under the following legislation:

[The Equality Act 2010](#), which introduced the public sector equality duty and protects people from discrimination

- [The Equality Act 2010 \(Specific Duties\) Regulations 2011](#), which require schools to publish information to demonstrate how they are complying with the public sector equality duty and to publish equality objectives

- This document is also based on Department for Education (DfE) guidance: [The Equality Act 2010 and schools.](#)

### **3. Roles and responsibilities**

The governing body will:

- Ensure that the equality information and objectives as set out in this statement are published and communicated throughout the school, including to staff, pupils and parents, and that they are reviewed and updated at least once every four years
- Delegate responsibility for monitoring the achievement of the objectives on a daily basis to the headteacher

All school staff are expected to have regard to this document and to work to achieve the objectives as set out in section 8.

### **4. Eliminating discrimination**

The school is aware of its obligations under the Equality Act 2010 and complies with non-discrimination provisions.

Where relevant, our policies include reference to the importance of avoiding discrimination and other prohibited conduct.

### **5. Advancing equality of opportunity**

As set out in the DfE guidance on the Equality Act, the school aims to advance equality of opportunity by:

- Removing or minimising disadvantages suffered by people which are connected to a particular characteristic they have.
- Taking steps to meet the particular needs of people who have a particular characteristic.
- Encouraging people who have a particular characteristic to participate fully in any activities (e.g. encouraging all pupils to be involved in the full range of school societies)

In fulfilling this aspect of the duty, the school will:

Collect attainment data each academic year showing how pupils with different characteristics are performing

- Analyse the above data to determine strengths and areas for improvement, implement actions in response and publish this information

- Make evidence available identifying improvements for specific groups
- Collect further data about any issues associated with particular protected characteristics, identifying any issues which could affect our own pupils

## **6. Fostering good relations**

The school aims to foster good relations between those who share a protected characteristic and those who do not share it by:

- Promoting tolerance, friendship and understanding of a range of religions and cultures through different aspects of our curriculum. This includes teaching in RE, philosophy and personal, social, health and economic (PSHE) education, but also activities in other curriculum areas. For example, as part of teaching and learning in English/reading, pupils will be introduced to literature from a range of cultures
- Holding assemblies dealing with relevant issues. Pupils will be encouraged to take a lead in such assemblies and we will also invite external speakers to contribute
- Working with our local community. This includes inviting leaders of local faith groups to speak at assemblies, and organising school trips and activities based around the local community
- Encouraging and implementing initiatives to deal with tensions between different groups of pupils within the school. For example, our school council has representatives from different year groups and is formed of pupils from a range of backgrounds. All pupils are encouraged to participate in the school's activities, such as sports clubs.
- We have developed links with people and groups who have specialist knowledge about particular characteristics, which helps inform and develop our approach

## **7. Equality considerations in decision-making**

The school ensures it has due regard to equality considerations whenever significant decisions are made.

The school always considers the impact of significant decisions on particular groups. For example, when a school trip or activity is being planned, the school considers whether the trip:

- Is accessible to pupils with disabilities

Has equivalent facilities for boys and girls



## 8. Equality objectives

**Objective 1:** *Undertake an analysis of recruitment data and trends with regard to race, gender and disability and report on this to the local governing body.*

Why we have chosen this objective:

So that we can identify any significant differences between particular characteristics and the various roles that groups have applied for during the academic year.

To achieve this objective we plan to:

Collate and analyse the data that we hold in our information management system and report our findings to the local governing body during the year's final meeting.

Progress we are making towards this objective:

Ensuring that all data that pertains to the protected characteristics throughout the recruitment process is accessible and securely stored.

**Objective 2:** *Have in place a reasonable adjustment agreement for all staff with disabilities to better meet their needs and ensure that any disadvantages they experience are addressed.*

Why we have chosen this objective:

To formalise the adjustments that we make for our staff so that this can be monitored and any concerns can be addressed.

To achieve this objective we plan to:

Collate and analyse the information we hold on any adjustments made, along with staff reviews and discussions. This will be reported on to the local governing body.

Progress we are making towards this objective:

Reviews will be taking place with staff and the information on our information management system collated.

**Objective 3:** *Ensure that the Accessibility Plan is regularly reviewed and updated so that the school environment is accessible for all.*

Why we have chosen this objective:

To ensure an equality of opportunity for our children and our wider school community.

To achieve this objective we plan to:

Review and update the Accessibility Plan on a 3 yearly cycle.

Progress we are making towards this objective:

The plan is currently up to date. In addition to the review, matters arising during the year are evaluated and dealt with accordingly.

## **9. Monitoring arrangements**

The governing body will update the equality information we publish, at least every year.

This document will be reviewed by the governing body at least every 4 years.

## **10. Links with other policies**

This document links to the following policies:

- Accessibility plan
- Risk assessment