

## **Equality and Diversity Policy**

For every learner in our community to access learning in an atmosphere of respect, encouragement, trust and security

At Scott College we aim to provide equality of opportunity for all members of the College community whatever their age, ability, ethnicity, culture, race, gender, religion, sexual orientation, appearance or social background. All members of the College community have responsibilities to promote equality of opportunity, experience and treatment, and to challenge stereotypes. Our College community consists of a diverse range of people – employees, visitors, governors, students and parents. We need to celebrate our differences by understanding them and enjoying the diversity this brings.

### **Our Legal Duties**

The Trustees and Local Governing Body of Scott College is bound by the following legislation to ensure fair and equal opportunity and treatment of all members of the College community. This reflects the Equality Act 2010 which harmonises and replaces 9 main pieces of legislation including the Sex Discrimination Act 1975, Race Relations Act 1976, Disability Discrimination Act 1995, and Gender Recognition Act 2004. The policy therefore supersedes all previous college policies on Disability, Ethnicity (ie Race) and Gender.

- The Equality Act 2010
- Work & Family Act 2006
- Data Protection Act 1998
- Education and Inspections Act 2006
- Duty to promote Community Cohesion, Education and Inspections Act 2006
- Gender Equality Duty Code of Practice 2007

All maintained schools and academies are covered by the Public Sector Equality Duty (PSED) which came into force on 5 April 2011. This consists of a general Equality Duty found in section 149 of the Equality Act 2010 and the specific duties relating to schools. In summary those subject to the Equality Duty, i.e. all academies and maintained schools, must in the exercise of their functions have due regard to:

- Eliminating unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not.

The Act explains that having due regard for advancing equality involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristics
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people

- Encouraging people from protected groups to participate in public life or other activities where their participation is disproportionately low.

**There are nine protected characteristics, which are:**

- race (including Gypsy & Traveller groups)
- gender
- gender identity and transgender
- religion, faith and belief
- marriage and civil partnership
- sexual orientation
- pregnancy and maternity
- disability
- age Each relates to direct discrimination, indirect discrimination; discrimination by association, discrimination by perception; harassment and victimisation.

**We are committed to:**

Being proactive in promoting good relationships and equality of opportunity across all aspects of college life and the wider community

Encouraging, supporting and enabling all students and staff to reach their potential and make a positive contribution

Working in partnership with families, our MAT, the LA and the wider community to establish, promote and disseminate inclusive practice and tackle discrimination ensuring that our Equality and Diversity policy is followed

**Our Values, Principles and Standards:**

Equality of opportunity is fundamental to good practice in education, in which fairness of opportunity for all is a basic right.

This policy is therefore underpinned by the following values, principles and standards:

- Equality and social justice
- Acknowledging and valuing diversity
- Respect for others Compliance with equal opportunities legislation
- Elimination of all forms of prejudice and unfair discrimination
- Active challenge to stereotypes, prejudiced attitudes and unfair discrimination
- Commitment to inclusive education which enables and supports all students to develop their full potential
- Commitment to the positive development of all staff and governors
- Accountability for compliance with this policy by all members of the
- College community and others engaged in College business or activities.

## **Our Objectives**

The objectives of this Equality and Diversity Policy are to:

- Develop an ethos which respects and values all people Actively promote equality of opportunity
- Prepare students for life in a diverse society
- Promote good relations amongst people within the College community and the wider communities within which we work
- Eliminate all forms of unfair discrimination, bullying, harassment or other oppressive behaviours
- Deliver equal opportunities through our College policies, procedures and practice
- To remove barriers which limit or discourage access to College provision and activities
- Take positive action to provide encouragement and support to individuals and groups whose progress has been limited by stereotyping and cultural expectations.
- Actively encourage and appreciate all varying contributions of staff and students with scope for the expression of individual points of view.
- Encourage everyone to receive equal opportunities training
- Ensure staff are treated equally in relation to performance of jobs involving comparable levels of effort, skill and decision making when awarding any promotion or pay increase.
- Monitor the implementation of equal opportunities within the College
- Set targets for improvement and evaluate the impact of equal opportunities action in achieving our goals

## **Responsibilities and accountabilities**

The Local Governing Body and Principal are responsible for:

- Ensuring that the College follows all of its equality and diversity policies and codes, and meets its legal responsibilities with respect to equality
- Providing a consistent and high-profile lead on equality and diversity
- Promoting equal opportunities inside and outside the College
- Ensuring policies and procedures are in place to comply with all equality legislation
- Ensuring that the College implements its equality and diversity policies and codes of practice
- Have equal opportunities in staff recruitment and professional development and membership of the Governing Body
- Follow the Admissions Code of Practice which is fair and equitable in its treatment of all groups
- Provide information in accessible forms
- Be involved in dealing with serious breaches of the policy
- Be proactive in recruiting high quality applicants from under represented groups

- Ensuring that all visitors and contractors are aware of and comply with the College Equality and Diversity policy
- Ensure that all staff receive appropriate and relevant CPD Scrutinize the recording and reporting procedures

**All staff are responsible for:-**

- Putting the College's equality and diversity policies and codes into practice
- Making sure that they know their responsibilities and receive the support and training necessary to carry them out
- Being vigilant in all areas of the College for any types of harassment and bullying and following the relevant procedures and taking action in cases of unfair discrimination, harassment or bullying
- Promoting equality and diversity, and avoiding unfair discrimination on grounds of ethnicity, gender, religion, age and sexual orientation
- Promoting an inclusive curriculum and whole College ethos which reflects our diverse society
- Seeking to eliminate discriminatory attitudes and to make students aware of how severely any form of harassment will be regarded
- Challenging any incidents of unfair discrimination, or racial, sexual or other stereotyping, perpetrated by students or other staff and members of the College community
- Keeping up-to-date with equality law and participating in equal opportunities and diversity training

**Students are responsible for:-**

- Respecting others in their language and actions
- Obeying all of the College's equal opportunities policies and codes

**Recruitment and Selection**

The Trustees and Local Governing Body will provide equal opportunities to any employee or job applicant and will not discriminate either directly or indirectly on the grounds of age, race, colour, ethnic origin, gender, nationality, sex, religion, marital status, sexuality or disability. The Governing Body also affirms its commitment to treat part-time staff as equitably as full-time staff, having regard to national and local conditions of service and to statute.

The Trustees, Local Governors and Principal will be responsible for ensuring:

Selection criteria relate to job requirements and are not discriminatory by asking for inappropriate qualifications or experience.

Job descriptions and personnel specifications are not discriminatory. Job advertisements are not without proper reason, confined to publications or worded in such a way as to exclude applicants either individually or of a particular group. Advertisements will carry a statement that Scott College is an equal opportunity employer. Care should be taken in recruitment procedures to avoid race, colour, ethnic origin, sexuality, nationality, sex, religion, marital status, age or disability discrimination.

Every job is open equally to all applicants with the required qualifications except where conditions of privacy, and decency or authenticity apply or in cases where the job involved the provision of personal services.

Applications will be dealt with in accordance with the Governing Body's recruitment and selection policy. (See Scott College's Recruitment Policy and Guidance).

Where selection tests are used they are validated to ensure they relate directly to the job requirements and/or career requirements and measure an individual's ability to do or train for the particular work or career. Such tests are reviewed regularly to check that they remain relevant and free from bias either in content or scoring. Transfer, promotion and training opportunities are open equally to all eligible employees and selection criteria do not exclude applicants from any group.

Specific training on recruitment and selection will be undertaken by governors and staff as appropriate, to ensure awareness of the wider implications of discrimination.

### **Breaches of the Policy**

All employees have personal responsibility for the practical application of the policy as outlined above and those with responsibility for staff are reminded that they may be held individually accountable for ensuring that no form of discrimination occurs in the recruitment, selection, promotion and training of employees.

Enquiries will be made into suspected cases of direct discrimination or acts of commission or omission which lead to indirect discrimination, discrimination by association, discrimination by perception; harassment and victimisation. Any such practices will be stopped and disciplinary action may be taken against the individual(s) concerned.

The college's grievance procedure is available to any employee who considers that he or she may have been unfairly discriminated against. It is important to understand that employees who consider they have failed to secure adequate redress, within the procedure of the Governing Body, may choose to take their case to an employment tribunal. External applicants who feel they have been unfairly discriminated against may also take their case to an employment tribunal. In these circumstances complaints can be brought against individual employees as well as the Governing Body as the employing authority.

## **Monitoring and Evaluation**

The policy will be monitored and reviewed annually. To inform policy making, we collect study and use qualitative and quantitative data relating to the implementation of this policy and make adjustments as appropriate:

Data will be used to monitor the attainment and progress of students by gender, ability or additional needs, looked after status and ethnicity. This will include monitoring data on attendance, attainment, sanctions and rewards, staff recruitment and development, Governing Body, Parental and Community engagement.

In addition to monitoring to eliminate any potential disadvantage, quality assurance procedures ensure that the College meets its duty to positively promote diversity. For example; through lesson observations record evidence of differentiation, texts and learning environments are reviewed to ensure appropriateness and inclusivity

The data collected is used to further inform College improvement objectives, target setting and decision-making.