



# Wise Owl Trust

## Equality Policy and Guidance

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This policy and procedure has been produced by One Education’s HR and People service and has been adopted by the Wise Owl Trust

<b>Document Control</b>	
Title	Model Equality Policy and Guidance
Date	September 2016
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Purpose	To comply with the obligations placed on all schools and academies under the Equality Act 2010 to provide equality information and to prepare and publish equality objectives in accordance with the Equality Act 2010 (Specific Duties) Regulations 2011.
Related Policies/Guidance	References to equality considerations appear in a number of school policies. These include <i>the school’s Disciplinary Policy, Behaviour Policy, Recruitment Policy, Admissions Policy, Flexible Working Requests Policy and the School Development Plan.</i>
Review	Annually
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Under the public sector equality duty, all schools must have due regard to the need to eliminate discrimination, harassment and victimisation and any other conduct prohibited by the Equality Act 2010; to advance equality of opportunity between those who share a relevant protected characteristic and those who do not share it and to foster good relations across all protected characteristics. This means schools must take into account equality considerations when policies are being developed, adopted and implemented. The HR and People team regularly reviews all policies and procedures which are recommended to schools to ensure compliance with education and employment legislation including the Equality Act 2010. Consultation with schools is an important part of this review process. Headteachers, Principals and Governing Bodies are asked to contact the HR and People team via the HROne Helpline if they believe there are any negative equality impacts in their school in relation to the provisions of this policy or in relation to its application.

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# 1. Introduction

- 1.1 Schools and academies are required to publish information to show how they are complying with their Public Sector Equality Duty under the Equality Act 2010 (“the Act”) and to prepare and publish equality objectives under the Equality Act 2010 (Specific Duties) Regulations 2011. This policy and guidance document details the school’s approach and commitment to equality and provides information on how the school is complying with its general and specific equality duties. As part of its commitment to equality, this policy also provides guidance on the types of behaviour which are unlawful under the Act and on the protected characteristics referred to in the Act.
- 1.2 This policy takes into account the provisions of the Department for Education’s non statutory advice for schools on the Equality Act 2010 and also the Employment Statutory Code of Practice on the Equality Act 2010 produced by the Equality and Human Rights Commission (EHRC). This policy also takes into account the provisions relating to equality in the Ofsted inspection framework 2015. The framework places a strong focus on actively promoting equality and diversity, tackling bullying and discrimination, narrowing any gaps in achievement between different groups of children and learners and actively promoting British values. It also makes clear that schools will be assessed in relation to compliance with their duties under the Act and the Human Rights Act 1998 and on the extent to which they promote equality of opportunity and take positive steps to prevent any form of discrimination, either direct or indirect, against those with protected characteristics.
- 1.3 This policy also acknowledges the guides on equality produced by ACAS in August 2015, the guidance documents for schools produced by the EHRC, and the standards of international human rights as expressed in the Human Rights Act 1998, the UN Convention on the Rights of the Child and the UN Convention on the Rights of People with Disabilities.
- 1.4 This policy will inform the School Development Plan and will enable the school to demonstrate how promoting equality and eliminating discrimination can help to raise standards, ensure that equality and diversity are part of the school’s core business both as a school and an employer and ensure that the school’s commitment to ensuring its position as a provider of the highest quality education supports the school’s equality objectives.
- 1.5 This policy is the key school document for information about equality. It brings together all the school’s previous policies, schemes and action plans around equality.

# 2. Scope

- 2.1 This policy applies to all members of school staff (not just employees), to pupils and to school governors. It provides guidance and information for parents, carers, school visitors and other members of the wider school community and sets out the school’s expectations and required standards of behaviour with regard to equality issues.

### 3. Key Principles

3.1 In fulfilling its obligations under the Act and when carrying out its duties as detailed in this policy, the school will be guided by the following Key Principles. The school will be guided by the Key Principles in the application and implementation of all its policies, procedures and practices.

- **Principle 1 - All members of the school community are of equal value and should be treated with dignity and respect.** Every member of the school community is of equal value whether or not they are disabled, whatever their ethnicity, culture, national origin or national status, whatever their gender and gender identity, whatever their religious or non-religious affiliation or faith background and whatever their sexual orientation. All individuals are entitled to be treated with dignity and respect and should treat others in the same way.
- **Principle 2 - The school recognises respects and values difference and diversity.** Treating people equally does not necessarily mean treating them all in the same way. The school will take account of differences and the kind of barriers and disadvantages which people may face in relation to protected characteristics. The school will make reasonable adjustments to arrangements or practices in relation to disability including the provision of any necessary auxiliary aids and services. The diversity of people's backgrounds and circumstances should be appreciated and valued. Diversity is a strength, which should be respected and celebrated by all those who learn, teach and visit the school.
- **Principle 3 – The school will actively promote British values.** The school will ensure that equality of opportunity and recognition of diversity is promoted and that pupils respect others and are well prepared to contribute to wider society and life in modern Britain. The fundamental British values are democracy, rule of law, individual liberty and mutual respect and tolerance for those with different faiths and beliefs.
- **Principle 4 - The school fosters positive attitudes and relationships.** The school intends that its policies, procedures and activities should actively promote positive attitudes, good relations and mutual respect between all groups of individuals who are different from each other. The school will take action to prevent and tackle discriminatory and derogatory language including language that is derogatory about disabled people and homophobic and racist language.
- **Principle 5 - The school observes good equalities practice for all members of staff.** The school will ensure equality of opportunity in all aspects of employment including in recruitment, promotion and continuing professional development. The school's policies and procedures for employees and potential employees will take into account equality considerations including any relevant exemptions or exclusions.
- **Principle 6 - The school aims to reduce and remove inequalities and barriers which may already exist.** In addition to avoiding or minimising possible negative impacts in its policies and practices, the school will take opportunities to maximise positive impacts by reducing and removing inequalities and barriers which may already exist in relation to certain groups with protected characteristics.
- **Principle 7 - The school will consult and involve widely in relation to equality issues.** When tackling equality issues, the school will consult and engage with those affected by its decisions and where possible, with those people who have special knowledge who can inform the school's approach. The school will take into account the views of *those affected* in the implementation and the review of this policy and in particular in relation to the school's equality objectives.
- **Principle 8 - The school will address bullying and prejudice motivated incidents.** The school takes bullying and prejudice motivated incidents seriously and any such conduct and behaviour will be carefully monitored and dealt with fairly and firmly. The school will take into account the specific

guidance issued by the DfE on bullying including homophobic and transphobic bullying and bullying related to sexual orientation, transgender, disability, race and religion. Training will be given to members of staff to ensure they are aware of how to identify and to deal with such incidents.

- **Principle 9. - The school fosters a shared sense of cohesion and belonging and intends that its policies and procedures should benefit society as a whole.** The school will strive to ensure that all pupils, members of staff and school governors feel a sense of belonging within the school and within the wider school community and that they feel respected and are able to participate fully in school and in public life. The school intends that its policies and procedures should benefit society as a whole both locally and nationally, by fostering greater social cohesion and by promoting greater participation in public life of all individuals from all groups including those with protected characteristics.

32 The school will take all reasonable steps to ensure that pupils, members of staff, governors and members of the wider school community are aware of and conduct themselves in accordance with the Key Principles.

## 4. Roles and responsibilities

### **4.1 The Governing Body is responsible for:-**

- ensuring that all governors are aware of their responsibilities under equality legislation ;
- having due regard to the school's general equality duty when making decisions;
- ensuring that this policy is implemented by the Principal;
- ensuring that all the school policies promote equality and keeping aspects of the school's commitment to equality under review, for example, in terms of standards, curriculum, admissions, exclusions, personnel issues and the school environment;
- ensuring that the school's equality objectives are published, actively pursued and reviewed at intervals of no more than 4 years;
- ensuring that equality information is published on an annual basis;
- monitoring the achievement of equality objectives.
- promoting British values.

### **4.2 The Principal (with support from the Senior Leadership Team) has responsibility for:-**

- making sure this policy and any related policies and procedures are implemented in school;
- ensuring the school's equality objectives are published and actively pursued;
- monitoring how and whether the school's equality objectives are being met;
- producing information for pupils, staff and governors about the school's equality objectives and how they are working;
- ensuring reasonable adjustments are made in relation to disability, with regard to pupils, staff, parents, carers and visitors to the school;
- ensuring that the school follows its Disability Accessibility Plan;
- making sure that this policy (and any other policies through which the school addresses equality matters) are published and are readily available to governors, staff, pupils, parents, carers and the wider school community;

- making sure all members of staff are aware of their responsibilities under the Act and receive appropriate training and any support in carrying these out;
- ensuring that appropriate action (including disciplinary action) is taken in cases of discrimination, harassment and victimisation including cases involving bullying and/or harassment related to any of the protected characteristics;
- ensuring that members of staff and pupils are aware of the procedure for reporting and following up bullying and prejudice-related incidents;
- promoting British values.

**4.3. All members of staff are responsible for:-**

- being aware of their responsibilities under the Act and this policy and recognising that they have a role and responsibility in their day to day work to promote equality, inclusion and good community relations;
- keeping up to date with equality legislation relevant to their work;
- highlighting any training or development they require to carry out their responsibilities under the Act or this policy and attending any related training or learning opportunities;
- promoting equality of opportunity and good relations and not discriminating on any grounds;
- fostering good relations between groups with protected characteristics and those without protected characteristics;
- dealing fairly and professionally with any bullying and discriminatory incidents;
- being able to recognise and challenge prejudice, bias, discrimination, stereotyping and any inappropriate language or behaviour;
- promoting an inclusive and collaborative ethos in their lessons and being role models for equal opportunities through their words and actions.

**4.4 Pupils must be encouraged to recognise that they have a role and responsibility to themselves and others so they understand and are able to:-**

- promote equality, inclusion and good community relations;
- challenge inappropriate language and behaviour;
- tackle bias and stereotyping;
- work to promote anti bullying strategies;
- respond appropriately to incidents of discrimination and harassment and understand the action needed to report these;
- regard people of all faiths, races and cultures with respect and tolerance;
- support the school's approach and commitment to equality and comply with the provisions of the Act and this policy.

**4.5 Visitors (including parents, carers and contractors) are expected to –**

- support the school's approach and commitment to equality and to comply with the provisions of this policy;
- refrain from engaging in any behaviour which is unlawful under the Act whilst on school premises.

## 5. The Equality Act 2010

- 5.1 The Act provides a single, consolidated source of discrimination law, replacing all the previous UK anti-discrimination **laws**. The Act defines types of **unlawful behaviour** in relation to persons with **protected characteristics**. The Act applies to all schools and academies including maintained and non-maintained special schools.
- 5.2 As part of the school's commitment to eliminating conduct prohibited by the Act, guidance on the provisions of the Act (and how those provisions apply to schools) is contained in Appendix A. The guidance provides information about the types of behaviour which are unlawful under the Act and information about the characteristics which are protected under the Act.

## 6. The Public Sector Equality Duty

- 6.1 The Act also introduced a single **Public Sector Equality Duty** (sometimes also referred to as the '**general duty**'). The general duty applies to public bodies, including all schools and academies. The general duty is supplemented by separate **specific equality duties** which require schools to publish information to show how they are complying with their general duty and to prepare and publish equality objectives.
- 6.2 Guidance on the Public Sector Equality Duty and the specific equality duties and how they apply to schools is contained in Appendix A.
- 6.3 Information in relation to how the school is complying with its general and specific duties is detailed below and in the Appendices referred to. In particular:-
  - examples of how the school has due regard to the three strands of its general duty are set out in **Appendix B**;
  - details of how the school complies with its duties in relation to disabled pupils and members of staff are included in **Appendix B**;
  - the school's current equality objectives are detailed in **Appendix C**;
  - details of the school's accessibility planning are contained in **Appendix D**
- 6.4 To assist with the duty to have due regard, the school will assess the equality implications in relation to all new policies, procedures and projects. This will help the school to ensure that it is not unlawfully discriminating against certain individuals or groups and that the school is ensuring that diversity, equality and inclusion run through all areas of school life.
- 6.5 The Governing Body and the school's leadership team will keep written records of all relevant decisions and actions including notes of Governing Body meetings, senior leadership meetings, staff meetings, school council meetings.
- 6.7 The school's equality objectives are specific and measurable and have been arrived at as a result of consultation with *staff, pupils, parents and members of the local community*. The school will monitor and review its equality objectives in consultation with *parents, pupils, staff and members of the local community* as appropriate.
- 6.8 Information will be published on the school's website, including details of staff and governor training on the Act to demonstrate how the school is complying with its general duty. The school's website provides links to important equality information including a link to this policy and to the school's current equality objectives.

## 7. Recruitment and training

- 7.1 All members of school staff who are involved in recruitment will receive appropriate training on equality issues. Further Information about staff recruitment is contained in the school's Recruitment Policy. Decisions concerning staff recruitment will be based on merit apart from in necessary or exceptional circumstances and where exceptions under the Act apply.
- 7.2 In accordance with provisions in the Act, the school will not enquire about the health of an applicant for a job until after a job offer has been made (unless the questions are related to an intrinsic function of the work for the job). Any necessary health questions will be asked after a job offer has been made and in all cases, any health related questions will be targeted, necessary and relevant to the job applied for.
- 7.3 The school is committed to ensuring that all members of staff and the school's Governing Body undergo training and development in relation to their duties under the Act and in relation to this policy.

## 8. Monitoring and review

- 8.1 The school will review this policy annually and will ensure that the views of any other interested parties are sought in relation to the ongoing development and review of this policy.
- 8.2 The school will evaluate the success of the school's equality work using quantitative and qualitative data and by the extent to which the school achieves improved outcomes for different groups.
- 8.3 An analysis of equality data will inform discussions about the school's equality objectives and the school will regularly monitor whether and how the school is meeting its objectives.
- 8.4 The school will monitor and will regularly review all policies, procedures and practices to ensure compliance with the Act and will assess whether any changes need to be made.

## 9. Availability of equality information

- 9.1 The school will take all reasonable steps to ensure that the whole school community knows about the school's commitment to equality and is aware of the school's equality objectives. This will be done via school communications including the school newsletter, assemblies, staff meetings, school council meetings and via the school's website.
- 9.2 This policy is available:-
  - on the school website;
  - as a paper copy from the school office;
  - as a paper copy in the staff room;
  - as part of the school's induction process for new staff;
  - as part of equality training for existing staff.
- 9.3 Although this policy is the key document for information about the school's approach and commitment to equality, further equality information is included on the school's website and in the school prospectus. There are references to the school's equality duties and obligations in the School Development Plan, the School's Self-Evaluation Review and other school policies including, but not limited to the school's Recruitment Policy, Behaviour Policy, Admissions Policy, SEN and anti-bullying policies, and Flexible Working Requests policy.

## **10. Dealing with breaches**

- 10.1** Equality is a matter which is high on the school's strategic agenda. The school takes breaches of the Act and of this policy seriously. The school is committed to ensuring all reasonable steps are taken to stop individuals from taking any form of discriminatory action or from engaging in any form of discriminatory or other unlawful behaviour as detailed in the Act.
- 10.2** The school will ensure that any complaints and evidence of a failure to comply with the Act or this policy are promptly and thoroughly investigated and are dealt with as determined by the Headteacher (or Governing Body as appropriate) in accordance with the relevant school policy/procedure.
- 10.3** Where appropriate, discriminatory acts will be dealt with as misconduct under the school's disciplinary procedure. In addition to being an employment issue, sexual harassment may also amount to a criminal offence and may lead to police involvement. Harassment may also be an offence under the Protection from Harassment Act 1997 (which is not limited to circumstances where the harassment relates to a protected characteristic). Serious acts of discriminatory behaviour, including acts of harassment, could amount to gross misconduct and could lead to dismissal without notice.

# Appendix A - Guidance on the Equality Act 2010

## (a) An overview

The guidance in this policy is provided by the school as a reasonable step to prevent individuals from engaging in any form of behaviour or conduct which is deemed unlawful under the Act. The guidance is also intended to create an awareness and understanding of the school's obligations and duties under the Act, including any exemptions and exclusions which may apply.

The Act provides a single, consolidated source of discrimination law, replacing all the previous anti-discrimination **laws** and it extends protection from discrimination in some areas. The Act defines types of **unlawful behaviour** in relation to persons with **protected characteristics**. The Act applies to all schools and academies including maintained and non-maintained special schools.

The Act applies to schools as employers and also to the way schools treat their pupils and potential pupils, and in limited circumstances, former pupils. As employers, schools must not discriminate against potential employees in respect of whether to offer a job or the terms on which a job is offered. Schools must also not discriminate against existing employees in respect of benefits, facilities and services offered including training opportunities, promotion or dismissal.

In relation to pupils, schools must not discriminate against, harass or victimise a pupil or potential pupil in relation to admissions, in the way education is provided, in the way pupils are provided with access to any benefit, facility or service and by excluding a pupil or subjecting them to any other detriment.

The school's "Responsible Body" must ensure compliance with the Act. The Responsible Body is the Governing Body (and the Local Authority in maintained schools) and the proprietor in independent schools, academies or non-maintained special schools. Any person acting on behalf of the Responsible Body, including school employees is liable for their own discriminatory actions. The Responsible Body is also liable unless it can show that it has taken all reasonable steps to stop an individual from doing the discriminatory action or from doing anything of that kind. Members of staff should understand therefore that they can be held liable for acts of bullying, harassment and unlawful discrimination in the course of their employment against fellow employees, pupils or members of the public.

## (b) Types of unlawful behaviour and protected characteristics

Types of unlawful behaviour under the Act are: -

- direct discrimination,
- indirect discrimination,
- harassment,
- victimisation.

The protected characteristics under the Act are:-

- age,
- disability,
- race,
- religion or belief,
- sex,
- sexual orientation,
- gender reassignment,
- marriage and civil partnership,

- pregnancy and maternity.

All the protected characteristics are covered by the employment provisions of the Act but the protected characteristics of **age, marriage and civil partnership do not apply to pupils**. It is not a breach of equality law therefore for schools to admit and organise pupils in age groups and to treat pupils in a way that is appropriate to their age.

**Direct discrimination** occurs when one person treats another less favourably, because of a protected characteristic, than they treat, or would treat other people.

**Indirect discrimination** occurs when a “provision criterion or practice” (PCP) is applied generally but has the effect of putting people with a protected characteristic at a disadvantage when compared to people without that characteristic. It is a defence to a claim of indirect discrimination if it can be shown that the PCP is a “proportionate means of achieving a legitimate aim and that it could not reasonably be achieved in a different way which did not discriminate. In the context of schools, examples of legitimate aims might be: - maintaining academic or other standards or ensuring the health, welfare and safety of pupils.

Discrimination can include **associative discrimination** (when a person is treated less favourably because of their association with someone who has a protected characteristic) and **perception discrimination** (when a person is treated less favourably because it is believed they have a protected characteristic even if that is a mistaken belief).

**Harassment** has a specific legal definition in the Act based on the definition from the European Convention on Human Rights. It is “unwanted conduct, related to a relevant protected characteristic, which has the purpose or effect of violating a person’s dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that person”. This covers unpleasant and bullying behaviour, and potentially extends also to actions which, whether intentionally or unintentionally, cause offence to a person because of a protected characteristic.

**Victimisation** occurs when a person is treated badly or treated less favourably than they otherwise would have been because they have done “a protected act” or because the school believes that a person has done or is going to do a protected act. A protected act might involve, for example; making an allegation of discrimination or bringing a case under the Act, or supporting another person’s complaint by giving evidence or information or doing anything else under or in connection with the Act.

### (c) Additional provisions relating to disability

With regard to disability, there are two further types of unlawful behaviour, these are:-

- Discrimination arising from a disability,
- A failure to comply with the duty to make reasonable adjustments.

**Discrimination arising from a disability** is when a disabled person is discriminated against because of something that is a consequence of their disability. This is unlawful unless the discrimination can be justified.

**Duty to make reasonable adjustments** now extends to **a duty to provide auxiliary services and aids**. The duty to make reasonable adjustments means that where something a school does places a disabled pupil or member of staff at a disadvantage compared to other pupils or members of staff, the school must take reasonable steps to try and avoid that disadvantage. Auxiliary aids or services are things or persons which help. Whether a school should provide an auxiliary or service is a question of reasonableness in all the circumstances of the case.

The overriding principle of the equality legislation is one of equal treatment but schools may, and often must, treat disabled pupils and disabled members of staff more favourably than non-disabled

pupils or non-disabled members of staff by making reasonable adjustments to put them on a more level footing with pupils and members of staff without disabilities.

Schools must also carry out **accessibility planning** for disabled pupils and members of staff under the Act. With regards to pupils, schools must implement accessibility plans which are aimed at increasing the extent to which disabled pupils can participate in the curriculum; improving the physical environment of school to enable disabled pupils to take better advantage of education, benefits, facilities and services provided; and improving the availability of accessible information to disabled pupils. With regard to staff, schools are under a duty to consider alterations to physical features of the school where it is reasonable to avoid disadvantage caused by disability.

#### (d) Positive action and positive discrimination

New provisions in the Act allow schools to take positive action in relation to pupils and members of staff with certain protected characteristics who may be disadvantaged for social or economic reasons to do with past or present discrimination. Any such action must be a proportionate way of achieving a legitimate aim.

Positive action is **not** the same as positive discrimination. Positive discrimination is always unlawful except in the case of disability.

#### (e) The Public Sector Equality Duty and supporting specific duties

The Act also introduced a single **Public Sector Equality Duty** (sometimes also referred to as the '**general duty**'). The general duty applies to public bodies, including all schools and academies. The general duty is supplemented by separate **specific equality duties** which require schools to publish information to show how they are complying with their general duty and to prepare and publish equality objectives.

The general duty applies to all protected characteristics and requires schools, when carrying out their functions, to have **due regard** to the need to:-

- eliminate discrimination, harassment and victimisation and any other conduct prohibited by the Act;
- advance equality of opportunity between those who share a relevant protected characteristic and those who do not share it;
- foster good relations across all characteristics.

Having due regard means that the Governing Body and the school's leadership team must ensure that whenever significant decisions are being made or policies developed, thought will be given to equality considerations. Equality will not just be an afterthought and will never be just a matter of ticking boxes. Decisions and actions will be made with an open mind and an assessment will always be made as to whether a particular decision or action may have implications for people with particular protected characteristics.

The Equality Act 2010 (Specific Duties) Regulations 2011 introduced new **specific equality duties** to help public authorities meet their obligations under the general duty. These specific duties apply to all schools. In order to comply with their specific duties, schools are required to:-

- publish information to demonstrate how they are complying with their general duty;
- prepare and publish equality objectives.

Schools are required to update published information at least annually and to publish objectives at least once every four years. The school's current equality objectives can be found in Appendix C.

# Appendix B - How the school is complying with its general duty

## **1. What the school is doing to eliminate discrimination, harassment and victimisation and any other conduct prohibited by the Equality Act 2010.**

- Conduct prohibited by the Equality Act 2010 is detailed in this policy which is available to all members of the school community through a variety of sources;
- The school's Equality Policy and equality issues in school are monitored by a nominated member of the school's Governing Body, by the Headteacher and by the Equality Working Group;
- The school provides training to staff and governors about their responsibilities under the Act and about equality issues. Details of the most recent training can be found on the school website;
- The school will make reasonable adjustments to the school environment and make activities as accessible and welcoming as possible for pupils, staff and visitors to the school;
- By planning ahead, the school will ensure where reasonably possible that all pupils are able to take part in all the activities in school including extra curricular activities and any residential visits. The school will monitor uptake to ensure no one is disadvantaged on the grounds of a protected characteristic;
- The school takes seriously the need to consider equality implications whenever policies and procedures are developed, adapted and reviewed and whenever significant decisions are made about the day to day life of the school. This will ensure that policies, procedures and decisions do not even inadvertently, disadvantage groups of pupils with protected characteristics. A record will be made of any equality considerations and will be published on the school website as appropriate;
- Equality considerations are taken into account in all school policies;
- Bullying and prejudice related incidents are carefully monitored and dealt with effectively;
- The school will ensure that all appointment panels give due regard to equality issues so that no one is discriminated against when it comes to recruitment, promotion or training opportunities. The school will ensure that job applicants are not asked health related questions in accordance with the Act and the school's Equality Policy unless they related to an intrinsic function of the work they do. The school will ensure that reasonable adjustments are made to the interview/recruitment process as necessary;
- The school will consider any possible indirectly discriminatory effect of its practices when considering requests for contractual variations. Requests will only be refused if there are good business reasons unrelated to any protected characteristics in accordance with the school's Flexible Working Requests Policy and Procedure;
- The school is committed to ensuring pupils understand that they belong to a society and a world that is diverse and multi-cultural. The school will regularly consider and review the way in which its teaching and the curriculum helps promote an awareness of the rights of individuals and helps pupils understand and value difference and diversity and to challenge prejudice and stereo-typing. The school will actively promote equality, diversity and fundamental British values through the curriculum and by creating an environment which demands respect for all.

## **2. What the school is doing to advance equality of opportunity between those who share a relevant protected characteristic and those who do not share it.**

- The school knows the needs of its population very well and collects and analyses data in order to inform planning and identify targets to achieve improvements;
- The school has procedures, working in partnership with parents and carers, to identify children who have a disability through admissions meetings;

- The school collects data and monitors the progress and achievement of groups of learners by the relevant and appropriate protected characteristics and taking into account the groups of learners identified in the 2015 Ofsted Common Inspection Framework. This information will help the school ensure that pupils are achieving their potential, the school is being inclusive in practice and that trends are identified which will help to inform the setting of the school's equality objectives;
- The school will publish attainment data which shows how pupils with different characteristics are performing in helping to identify whether there are any areas of inequality which need to be addressed, ASP will be used as this contains much detailed analysis by relevant characteristics;
- The school will take action to close any gaps in progress or achievement for example, for those making slow progress in acquiring age appropriate literacy and number skills;
- The school will collect, analyse and use data in relation to attendance and exclusions of different groups. This information can be found on the school's website;
- The school will collect and analyse information about staff recruitment, retention, training opportunities and promotion to ensure that all staff have equality of opportunity;
- The school will ensure that it engages and consults with those people who are affected by a policy or activity in the design of new policies and in the review of existing ones;
- The school will encourage pupils with particular characteristics to participate fully in school activities for example by encouraging both boys and girls and pupils from different ethnic backgrounds to be involved in the full range of school clubs and societies;
- The school has disabled access, disabled parking bays, a disabled toilet and offers a hearing loop;
- The school is fully aware of the dietary requirements of ethnic groups within school and makes for all of our pupils taking into account equality issues;
- The school will avoid language that runs the risk of placing a ceiling on any child's achievement or that seeks to define their potential as learners, such as "less able". The school will use a range of teaching strategies that ensures it meets the needs of all children;
- The school will provide support to children at risk of underachieving; the school is alert and proactive about the potentially damaging impact of negative language in matters such as race, gender, disability and sexuality;
- The school will take positive action which is proportionate to address the disadvantage faced by particular groups of children and staff members with particular protected characteristics, such as targeted support.

### **3. What the school is doing to foster good relations across all protected characteristics.**

- The school will prepare children for life in a diverse society and ensure that there are activities across the curriculum that promote the spiritual, moral, social and cultural development of children;
- The school teaches about difference and diversity and the impact of stereotyping, prejudice and discrimination through PSHE and citizenship and across the curriculum;
- The school will use materials and resources that reflect the diversity of the school population and local community in terms of race, gender, sexual identity and disability, avoiding stereotyping;
- The school promotes a whole-school ethos and values which challenge prejudice-based discriminatory language, attitudes and behaviour;
- The school provides opportunities for children to appreciate their own culture and celebrate the diversity of other cultures;
- The school includes the contribution of different cultures to world history that promote positive images of people;
- The school provides opportunities for pupils to listen to a range of opinions and empathise with different experiences;

- The school promotes positive messages about equality and diversity through displays, school assemblies, visitors and whole school events;
- The school includes equality matters in the Newsletters to parents and carers;
- The school will review relevant feedback from the annual parents questionnaires and from parents' evening, parent-school forums, from issues raised in Annual Reviews or reviews of progress on Individual Education Plans/Personalised Provision Maps, mentoring and support;
- The school will secure and analyse responses from staff surveys, staff meetings and training events review feedback and responses from the children and groups of children, from the school council, PSHE lessons, and whole school surveys on children's attitudes to self and school.

## Appendix C - The school's current Equality Objectives

## The school's current Equality Objectives are:-

1. To promote spiritual, moral, social and cultural development through all appropriate curricular opportunities, with particular reference to issues of equality and diversity.
2. To narrow the gap between the attainment of boys and girls in writing at the end of Key Stage 1
3. To narrow the gap between the attainment of boys and girls in reading at the end of Key Stage 2

## How the school has developed its objectives:-

The school's current equality objectives represent the school's priorities and are the outcome of a careful review and analysis of data and other information. They also take into account national and local priorities and issues. In particular:-

- The objectives are based on consultation conducted with staff, children, governors and parents and carers and evidence collected and published;
- The objectives are specific and measurable – they meet the school's needs and are achievable;
- The objectives are integrated into the school improvement plan;
- The school will publish its objectives on the school's website;
- The school will report annually to the Governing Body on progress towards achieving the objectives;
- Evidence will be published on the school website of the steps being taken and the progress towards meeting these objectives;
- Evidence of steps taken and progress made towards meeting past objectives will also be published;
- The objectives will be reviewed annually and will be updated at least every four years.

## School plan in relation to how its equality objectives will be met:-

Equality Objective	Reasons for objective. Key issues for the school. How the objective will be implemented and who will have responsibility for monitoring the progress of the objective.	Timeframe	Progress
1. To promote spiritual, moral, social and cultural development through all appropriate curricular opportunities, with particular reference to issues of equality and diversity.	<p>SMSC lead / British Values lead will plan events throughout the school year that promote inclusion and celebrate diversity.</p> <p>SMSC lead / British Values lead to carry out half termly pupil voice and book scrutiny for evidence of SMSC in the curriculum.</p> <p>A range of visitors with differing disabilities and from varying cultural backgrounds will be invited into school.</p>	September 2017 – July 2018	

	Celebration activity mornings will mark all festivals and events in the school year – Anti bullying week, Eid, Easter, Christmas, Chinese new Year, Black History Month.		
<b>2.</b> To narrow the gap between the attainment of boys and girls in writing at the end of Key Stage 1	<p>2017 KS1 writing data indicates that only 55% of boys attained the expected standard in comparison to 74% of girls.</p> <p>KS1 English lead to provide targeted intervention to LA attaining boys that focus on their interests.</p>	Half termly pupil progress meeting will show the gap diminishing between boys and girls.	
<b>3.</b> To narrow the gap between the attainment of boys and girls in reading at the end of Key Stage 2	<p>2017 KS2 reading data indicates that only 50% of boys attained the expected standard in comparison to 75% of girls</p> <p>KS2 English lead to provide targeted intervention to LA attaining boys that focus on their interests and ensure there is a mixture of boy and girl friendly text</p> <p>Reading lead to develop reading for pleasure across school .</p> <p>Parental workshops will support parents in hearing children read at home.</p> <p>Reading clubs and trips to the library will be promoted in school.</p> <p>Library to have sufficient and appropriate texts that provide challenge and engage the interests of boys</p>	Half termly pupil progress meeting will show the gap diminishing between boys and girls.	

## Appendix D - School Accessibility Plan

## A – Improving Physical Access

Access Report Ref.	Item	Activity	Timescale	Cost
1.	Access to the PPA room	Staff to use the intervention room / Creche on the ground floor for PPA	When necessary	None
2.	Access to first floor classrooms	Children / teachers will teach in a ground floor classroom	When necessary	None
3.	Access to the playground	Children to exit the building from the main entrance and enter the playground via the yellow gate.  If appropriate, a ramp will be placed on the steps allowing them direct access to the playground	When necessary	None
4.	Access to the staff room	Staff to use the intervention room / Creche on the ground floor as a staff room	When necessary	None
5.	Corridor	Keep corridors clear from obstructions	When necessary	None
6.	Disabled parking	Ensure disabled parking bays are available and used only by those whom require them	When necessary	None
7.	Ensure all disabled pupils can be evacuated in an emergency.	PEEP's (Personal Emergency Evacuation Plans) in place where necessary.	When necessary	None
8.	Disabled Toilet	Facilities available on the ground floor in the creche	When necessary	None

## Action Plan B – Improving Curriculum Access

Ref	Target	Strategy	Outcome	Achievement	Timeframe	Responsibility	
						PFT	School
1	Audit of pupil needs and staff training to meet those needs.	Review the specific needs for pupils living with a disability, in terms of basic daily living skills, relationships and access to the Curriculum.	Teachers are aware of the relevant issues and can ensure that this group has equality of access to life-preparation learning. The use of other professional partners has been made available	School activities are accessible to all disabled pupils	Ongoing		All staff/ Inclusion Team
2	Increased staff confidence in differentiating the curriculum to meet the needs of all learners.	SLT to be aware of staff CPD needs with regards to curriculum access.  CPD focused on dyslexia arranged	Teachers have increased confidence in differentiating learning to meet the needs of all and thereby provide equality of access to life-long learning.  CPD tailored to the needs of the school	School activities are accessible to all disabled pupils	Ongoing		All staff/ Inclusion team
3	Classrooms are organised to promote the participation and independence of all pupils	Review and implement a preferred layout of furniture and equipment to support the learning process in individual class bases	Lessons start on time without the need to make adjustments to accommodate the needs of individual pupils	Increase in access to the Curriculum	Start of each year	Support with purchase of certain resources	Teaching Staff with support from Inclusion Team
4	Training for Awareness Raising of Disability Issues	Provide training for governors, staff, pupils and parents. Discuss perception of issues with staff to determine the current status of school	Whole school community aware of issues relating to Access	Community will benefit by a more inclusive school and social environment	Ongoing		SLT & Inclusion Team
5	Use of aids and resources to support pupils in accessing the curriculum	Invest in resources such as visual time tables, books with different colour pages, etc.	Pupils able to access the curriculum and make progress in their learning	Pupil progress discussions involving progress of pupils	Start of each year & then ongoing		Teaching Staff with support from Inclusion
6	Staff training focused on supporting pupils with SEND provided	Trust Inclusion lead / SENDCO to deliver training when necessary. Identify gaps in knowledge and seek external advice if required.	Whole school community aware of issues relate to access and CPD tailored to need	Pupils progress discussions for pupils with SEND	Termly		SLT & Inclusion Team

7	Staff training in the production, implementation and review of Provision maps and IEPs.	All pupils identified on the schools provision map to have a personalised Individual education plan, identifying strengths/challenges and strategies to support teaching and learning. All IEP's and associated targets discussed and agreed alongside parents/carers.	Pupils able to access the curriculum and make progress in their learning. Parents working in partnership with teachers/inclusion team in identifying key strengths and strategies to address any challenges.	Progress of pupils with SEND shared during pupil progress meetings.  Parents are part of decision making informed as to the progress their child is making.	Termly		SLT & Inclusion Team
8	Interventions to be purposeful, tailored to need with measurable impact	Trust Inclusion lead / SENDCO to audit interventions and their success/impact on progress. Provision mapping to be used across all year groups identifying appropriate strategies	Interventions to have a measurable impact on pupil outcomes.	Provision map to identify interventions most appropriate to pupil's needs. Progress of pupils with SEND shared during pupil progress meetings.	Termly		SLT & Inclusion Team
9	Educational visits are accessible to all	All staff to consider accessibility when planning educational trips.  Ensure each new venue is reviewed/visited prior to visit.  Risk assessments completed for every educational visit	All pupils in school able to access all educational visits and take part in a range of activities	School activities accessible to all.	Ongoing		Teaching staff
10	To ensure that staff are trained to support pupils with medical conditions	Update staff training annually – Epilepsy, diabetes asthma and as required for other specific medical conditions. Care plans in place for all children with specific medical conditions and managing medical conditions policy reviewed annually.	Teachers are aware of relevant issues and can ensure that pupils have equality of access to life-preparation learning.	School activities accessible to all pupils. Increased staff confidence in supporting pupils with medical conditions	Ongoing		Teaching staff, inclusion lead, school nurse, SLT
11	Classrooms are organised to promote	Review and implement a preferred layout of furniture and equipment to	Lessons start on time without the need to make adjustments to	Increase in access to the Curriculum	Start of each year	Support with purchase of	Teaching Staff with support

	the participation and independence of all pupils	support the learning process in individual class bases	accommodate the needs of individual pupils			certain resources	from Inclusion Team
12	Train staff and pupils in the use of Makaton signing	<ul style="list-style-type: none"> <li>Annual Staff Training</li> <li>Signs of the week</li> </ul>	Pupil and staff are able to communicate using Makaton competently	Pupil and staff are able to communicate using Makaton competently	Ongoing		Inclusion team with support from SALT

## Action Plan C – Improving the Delivery of Written Information

Ref	Target	Strategy	Outcome	Achievement	Timeframe	Responsibility	
						PFT	School
1	Availability of written material in alternative formats when specifically requested.	The school will make itself aware of the services available for converting written information into alternative formats.	The school will be able to provide written information in different formats when requested for individual purposes	Delivery of information to disabled pupils improved	Ongoing		Office/SLT/ Inclusion team
2	Make available school brochures, school newsletters and other information for parents in alternative formats when specifically requested.	Review all current school publications and promote the availability in different formats when specifically requested	All school information available for all who request it.	Delivery of school information to parents and the local community improved	Ongoing		Office/SLT/ Inclusion team
3	Review documentation with a view of ensuring accessibility for pupils with visual impairment	Get advice on alternative formats and use of IT software to produce customized materials.	All relevant school information available for all who request it	Delivery of school information to pupils & parents with visual difficulties improved.	When necessary	Support with purchase of certain resources	Office/SLT/ Inclusion team