



Youth Engagement Schools Trust

Equal Opportunities Policy

Approved by: Board of Trustees

Reviewed by: ELT

Latest Policy review: Autumn 2020 – 03/12/2020

Next Policy review date: Autumn 2023

Rationale

At the Youth Engagement Schools Trust (YES Trust) we recognise our responsibility to ensure positive attitudes to diversity and difference – not only so that every student at one of our Academies is included and not disadvantaged, but also so that they learn from the earliest age to value diversity in others and grow up making a positive contribution to society.

We understand the importance of providing a challenging and enjoyable programme of learning and development and we undertake to make reasonable adjustments to enable all to participate in our programme of learning, where all are valued and supported.

The YES Trust is totally committed to avoiding all forms of discrimination as set out in the UK Equality Act (2010). This applies to all students, parents/carers and staff members and includes inappropriate discrimination on the grounds of:

- gender
- age
- religion or belief
- physical ability or disability (including HIV status)
- learning ability
- other special educational needs or academic or sporting ability
- race (including colour, nationality, ethnicity, family, cultural or linguistic background)
- marital status and civil partnership
- sex
- sexual orientation
- trade union membership
- part-time and fixed-term working
- gender reassignment
- pregnancy and maternity

These factors are taken into account in the care of our community members so that care is sensitive to different needs.

We seek to ensure that the individual needs of all our students, including those who are disabled or have special education needs are met and students are included, valued and supported, and that reasonable adjustments are made for them.

We undertake to work with the school community, with parents and with other relevant agencies to ensure that any form of discriminatory behaviour is treated seriously and action is taken to prevent any repetition. This policy statement and the effectiveness of our inclusive practices at the YES Trust and its Academies are reviewed annually by the Board of Trustees.

Each Academy within the Trust must have a named, suitably qualified Special Needs Co-ordinator (SENDCo). The SENDCo responsibility is to ensure that 'arrangements are in place for reviewing, monitoring and evaluating the effectiveness of inclusive practices that promote and value diversity and difference; how inappropriate attitudes and practices will be challenged; and how the provision will encourage children to value and respect others'

This policy statement should be read in conjunction with school's policies on Behaviour and Discipline, Anti-bullying, Admissions, and the PSE schemes of work. Staff are also covered by YES Trust Equal Opportunities Procedures, found later in this document

Procedure for Students

The YES Trust seeks to implement this policy statement effectively through the following actions:

- Provision of our policy statement for equal opportunities to all students, staff and parents, including those of prospective students.
- Working with outside agencies such as educational psychologists, occupational therapists, family/student medical practitioners, gender counsellors (GIRES) and mental health agencies (CAMHS) to support the endeavour of the school in serving the needs of all students, parents/carers and staff.
- Discussing, where appropriate, equal opportunities and the special needs of individuals at staff meetings
- Delivering the message of equal opportunities within PSE, the wider curriculum and through the extra-curricular programme
- Dedicating whole school and class assemblies, form time and 'circle time' to the importance of kindness, care and unconditional respect for members of the school and the wider community, and on promoting and valuing diversity and differences
- Meeting the individual needs of students, as detailed by parents/carers and by the student's previous setting, through teacher, assistant and outside agencies working together with the student and the student's parents/carers
- Monitoring the needs of all students as they progress through the school, through discussion at meetings, and written information circulated confidentially, relating to specific support for learning or emotional, social, mental, physical or other difficulties
- Discussing, reviewing, monitoring and evaluating at staff meetings and leadership meetings, the effectiveness of inclusive practices which enable all students, parent/carers and staff to access and enjoy school life
- Ensuring that the Personal and Social Educational Programme includes discussion of Equal Opportunities
- Ensuring school and Trust documents demonstrate a commitment to Equal Opportunities and avoid inappropriate discrimination of all forms

- Making appropriate provision or exemption, where feasible and desirable, for students with special dietary, dress or religious observance requirements or needs because of religious or cultural backgrounds
- Including the special needs co-ordinator and other relevant staff, in discussing student needs and progress in staff meetings and leadership meetings. On such occasions the strategy for each individual student is focused around respect for the student's needs, the need for the student to have access to all opportunities within the school and the student's right to feel confident, happy and valued.
- Delivering the PSE programme through whole school assemblies and class assemblies, in circle time and form time and within the curriculum

In the case of Racist incidents, the Racist Incident Report Form (see Appendix 1) must be filled in and handed to the Principal.

Procedure for Members of Staff

This policy is designed to ensure the elimination and prevention of discrimination and the promotion of equality of opportunity in employment.

1. Sex Discrimination

Unless the job is covered by a statutory exception we will not discriminate directly or indirectly on the grounds of sex, gender assignment, sexual orientation, pregnancy, marital status or civil partnership.

- In the arrangements made for deciding who should be offered a job
- in any terms of employment, including pay
- By refusing or omitting to offer a person employment
- In the way we afford access to opportunities for promotion, transfer or training
- In the manner in which employment is offered or in affording access to any benefits, facilities or services
- By victimising an individual for a complaint made in good faith about sex, gender assignment, sexual orientation or pregnancy discrimination or for giving evidence about such a complaint
- In connection with redundancy or termination of employment however caused or by treating an employee unfavourably in any other way

2. Race Discrimination

Our equal opportunity policy statement aims to ensure that:

- No job applicant or employee receives less favourable treatment than another on racial grounds.^[SEP]
- No applicant or employee is placed at a disadvantage by requirements or conditions which have a disproportionately adverse effect on his/her racial group and which cannot be shown to be justifiable on other than racial grounds.^[SEP]
- Where appropriate and where permissible under the Race Relations Act employees of an under-represented racial group are given training and encouragement to achieve equal opportunity within the organisation.

We will not:

- Discriminate in recruitment, promotion, transfer or training, nor in the arrangements made for recruitment and in the ways of affording access to opportunities for promotion, transfer or training
- Discriminate on racial grounds in connection with dismissal, redundancy or any other termination of employment or other detriment to an employee
- Discriminate on racial grounds in appraisals of employee performance or in the operation of grievance disputes and disciplinary procedures
- Discriminate on racial grounds in affording terms of employment and providing benefits, facilities and services for employees
- Victimise individuals who have made allegations or complaints of racial discrimination or provided information about such discrimination

3. Disability Discrimination

In connection with dealings in relation to persons with a disability within the meaning of the Disability Discrimination Act 1995 we will:

- Not discriminate against disabled people or those who have been disabled
- Make any reasonable adjustments of our employment arrangements or premises which place disabled people at a substantial disadvantage compared with non-disabled people
- Not treat a disabled employee or disabled job applicant less favourably for a reason relating to the disability than others to whom that reason does not apply unless the reason is material to the particular circumstances and substantial
- Not knowingly help another to unlawfully discriminate against a disabled employee
- Not discriminate against a disabled person in the arrangements made for determining who should be offered employment or by refusing to offer, or deliberately not offering, employment
- Not discriminate against a disabled person whom we employ in terms of the employment we offer him/her; in the opportunities, which we afford him/her for promotion, a transfer, training or receiving any other benefit; by refusing to afford him/her or deliberately not affording him/her any such opportunity; by dismissing him/her or subjecting him/her to any other detriment
- Not discriminate against an employee who becomes disabled or has a disability that worsens

4. Religion

Unless the job is covered by a statutory exception we will not discriminate directly or indirectly on religious grounds;

- In the arrangements made for deciding who should be offered a job
- In any terms of employment, including pay

- By refusing or omitting to offer a person employment
- In the way we afford access to opportunities for promotion, transfer or training
- In the manner in which employment is offered or in affording access to any benefits, facilities or services
- By victimising an individual for a complaint made in good faith about discrimination on religious grounds or for giving evidence about such a complaint
- In connection with redundancy or termination of employment however caused or by treating an employee unfavourably in any other way

5. Age Discrimination

In connection with any dealing in relation to age as described in the Employment Equality (Age) Regulations which came into effect on the 1st October 2006, we will not discriminate:

- In the arrangements made for deciding who should be offered a job
- In any terms of employment, including pay
- By refusing or omitting to offer a person employment
- In the way we afford access to opportunities for promotion, transfer or training
- By victimising an individual for a complaint made in good faith about discrimination on the grounds of age or for giving evidence about such a complaint
- In connection with redundancy or termination of employment however cause
- To operate a common contractual retirement age for all staff of 65

Appendix 1 Racist Incident Report Form

A report **must** be completed each time an incident occurs

Include as much detail as possible

Only record students' names on forms that are for the Trust's internal use

"A racist incident is any incident that is perceived to be racist by the victim or any other person"

ACADEMY NAME:	
DATE OF INCIDENT:	
DATE OF REPORT:	
REPORT COMPLETED BY:	

Name(s) of Victim(s)/Alleged Victim(s)
Name(s) of Perpetrator(s)/Alleged Perpetrator(s)

NATURE OF INCIDENT (Tick all categories that apply)

Physical Assault/Threatening Behaviour	<input type="checkbox"/>	Bringing Racist Material into School	<input type="checkbox"/>
Verbal Abuse/Racist Jokes	<input type="checkbox"/>	Accessing Racist Information via Internet	<input type="checkbox"/>
Ridicule	<input type="checkbox"/>	Racist Comments	<input type="checkbox"/>
Racist Graffiti	<input type="checkbox"/>	Isolating Others/Refusal to Co-operate with Others	<input type="checkbox"/>
Wearing Racist Badges/Insignia	<input type="checkbox"/>	Attempts to Recruit to Racist Groups	<input type="checkbox"/>
Encouraging Others to Behave in a Racist Manner			<input type="checkbox"/>
Other (please specify):			

Location of Incident:

Brief Description of Incident:

DETAILS OF VICTIM(S) / ALLEGED VICTIM(S): (Complete one column for each person)

Gender (M/F)					
Ethnic Origin (Use Codes Below)*					
Year Group / Staff / Visitor					
Repeat Victim Y/N					
Previous Incidents Reported Y/N					
SEN / Disability Y/N					
Any other relevant information:					

DETAILS OF PERPETRATOR(S) / ALLEGED PERPETRATOR(S): (Complete one column for each person)

Gender (M/F)					
Ethnic Origin (Use Codes Below)*					
Year Group / Staff / Visitor					
Repeat Alleged Perpetrator Y/N					
Previous Incidents Reported Y/N					
SEN/Disability Y/N					

Any other relevant information:

ETHNICITY CODES (FOR COMPLETING DETAILS ABOVE)

AOTH	Any Other Asian Background	MWAS	White / Asian
ABAN	Bangladeshi	MWBC	White / Black Caribbean
AIND	Indian	NOBT	Information Not Obtained
APKN	Pakistani	OOEH	Any Other Ethnic Group
BCRB	Black Caribbean	REFU	Refused
BAFR	African	WOTH	Any Other White Background
BOTH	Any Other Black Background	WBRI	British
CHNE	Chinese	WIRI	Irish
MNBA	White / Black African	WROM	Roma / Roma Gypsy
MOTH	Any Other Mixed Background	TRAVELLER	Traveller / Irish Heritage

***If known. When incidents involve students refer to students' registration records**

FOLLOW-UP ACTIONS:

<p>To support victim(s) / alleged victim(s):</p>

<p>Involving perpetrators / alleged perpetrator(s):</p>
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Other Actions (e.g. Policy change / development, Curriculum, Training, Liaison etc):

Signed:	
Position:	
Date:	

Copies to: Headteacher and Racist Incident File in School Office