

## Thomas Whitehead C of E Primary School

### EQUAL OPPORTUNITIES POLICY

<b>Policy:</b> Equal Opportunities Policy	<b>Issue Date and Version Number:</b> September 2012	<b>Page: 1 of 4</b>
<b>Review Date:</b> <b>September 2013</b> (or sooner if there is a change in legislation or to reflect best practice or at the request of either party)	<b>Related Policies and Guidance:</b> Admissions Policy Pay Policy Single Equality Scheme Complaints Policy	
<b>For further information please contact:</b>		
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This is a Church of England school and in common with all church schools, aims to provide the best possible education for each of its pupils, within the context of a caring Christian community.

#### **Aims**

1. To promote understanding of the principles and practices of equality and justice;
2. To identify and remove discriminatory practices and procedures including covert discrimination, harassment, offensive behaviour, physical and verbal bullying (see Appendix 1 Glossary of Terms);
3. To redress the effects of inequality and injustice by encouraging the participation of everyone;
4. To appreciate the value of difference;
5. To develop effective employment practices in respect of all employees and potential workforce.

#### **Rationale**

At Thomas Whitehead C of E Primary School we believe that respect for all human beings implies equal opportunities for all, irrespective of age, gender, race, culture, life style, ability and disability.

Equality of opportunity is important for both staff, as well as children.

#### **Objectives**

##### **Admissions**

The Governing Body follows the co-ordinated Admissions arrangements with the LA as identified in the School's Admission policy. This does not permit, gender, race, culture, ability or disability to be used as criteria for admission.

##### **Registration**

Children's names are accurately recorded and correctly pronounced. All children are encouraged to accept and respect names from other cultures.

## **Discrimination**

All forms of discrimination by any person within the school are treated seriously. A careful note of such incidents is recorded and filed in the School Office. It will be made clear to offending individuals that such behaviour is unacceptable.

## **Children and Curriculum**

All children will have equal access to the School's broad and balanced curriculum.

If a child is subject to discrimination, the Headteacher is informed and consideration will be given to involving parents. Racist symbols, badges and insignias on clothing and bags are forbidden in school.

Teaching Staff will make children aware of the School's commitment to equal opportunities in PSHCE, Values Education, Assemblies, whole school events etc.

The School aims to provide for all children according to their needs, irrespective of gender, ability (physical or academic), ethnic or cultural origins or lifestyle.

Whenever possible, staff shall ensure that the resources used in all curriculum areas are accessible to all and not prejudicial to any group.

## **Staff**

The School values diversity amongst the staff. Potential staff members are assessed according to his or her personal capability to carry out a given job.

The School will not discriminate against any person with regard to Recruitment, Performance Management, training or promotion in relation to gender, age, ethnicity, sexual orientation, disability, or cultural background. Members of interview panels will include 1 or 2 members who have had Safer Recruitment training.

The School operate a flexible family approach where the school is sympathetic to the needs of staff.

The School will have regard for the provisions of the Sex Discrimination Act when selecting and interviewing candidates. The interviewers will not ask applicants for information about their marital status, children, domestic obligations, family intentions or marriage plans as these could be construed as showing bias.

In conjunction with the LA's Human Resources Department potential employees will be asked to complete a form to monitor equal opportunities.

In the case of grievance and disciplinary procedures, no staff member shall be discriminated against or victimised on the grounds of gender or marital status. The Headteacher and the Governing Body shall exercise care so that members of one sex are not disciplined or dismissed for performance or behaviour, which would be overlooked or condoned in the other sex.

Sexual harassment is not tolerated and any incidents are reported to the Headteacher in the first instance and recorded. The victim shall receive support from the Headteacher or the Governing Body whichever is appropriate.

Staff members are encouraged to leave the school site by 4.15pm during the dark winter months and are discouraged from working in isolated temporary classrooms.

Staff members applying for a Leave of Absence, maternity or paternity shall be given equal opportunity to do so according to the School's Leave of Absence Policy and the current School Teachers Pay and Conditions recommendations. The Headteacher and Governing Body shall have regard to both documents when making their decisions.

### **Monitoring**

Monitoring is necessary to evaluate the effectiveness or otherwise of the School's Equal Opportunities Policy. It is a continuous process through recruitment and Performance Management.

The Governing Body shall monitor and review this policy every two years.

### **Links to other policies**

The Headteacher and Governing Body shall have regard to the following:

- The Race Relations Act 1976 (see School's Anti-Racism Policy);
- The Sex Discrimination Act 1975;
- The Disability Discrimination Act 1995 (see School's Inclusion Policy);
- Equal Pay Act 1984 (see School's Pay policy).
- School Complaints Procedure
- Published Single Equality Scheme

### **This policy to be reviewed annually**

This policy was discussed with staff in September 2012

This policy was ratified by governors in September 2012

This policy is due for review in September 2013.

This Policy was written in September 2012.

Ratified by Governors.....

Signed Head Teacher.....

# APPENDIX 1

## **GLOSSARY OF TERMS**

### **Covert Discrimination**

It is evident in those assumptions, beliefs and values, acquired over a period of time, which affect people's instinctive responses. It can be present in classroom and staff room banter, and, in this way, children and staff can easily become accustomed to living with inequality and treating it as a fact of life.

### **Harassment**

Hostile, derogatory, hurtful insulting and generally negative remarks or jokes are made about a person. In some cases, the abuse can take the form of, or include physical attack upon the victim, and include graffiti and literature.

### **Sexual Harassment**

Unwanted conduct of a sexual nature or other conduct, affecting the dignity of women and men at work.

Repeated and unwanted verbal or sexual advances, sexually explicit derogatory statements or sexually discriminating remarks made by someone which are offensive, which cause the person to feel threatened, humiliated, patronised or harassed, or which interferes with their performance at school, undermine job security or create a threatening or intimidating environment.

### **Offensive Behaviour**

This may include sexist jokes, physical or mental abuse, graffiti, posters, literature, shunning minority employees, violence and threats of violence.

### **Bullying**

To browbeat, persecute, physically, verbally or morally another person.