

# Equal Opportunities Policy

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**Formby High School**  
*Determined To Achieve*

# Equal Opportunities Policy

## 1. Introduction

- 1.1 The school is committed to the need both to eliminate discriminatory behaviour and to promote equality for students, staff and others using school facilities. The Equality Act 2010 defines unlawful behaviour as direct discrimination, indirect discrimination; harassment and victimisation of people on the grounds of protected characteristics - disability; age; race (including colour, nationality ethnic or national origin); religion and belief; sex, sexual orientation; ,marriage and civil partnership; pregnancy and maternity; gender reassignment. (see Appendix 1).
- 1.2 The school is committed to giving all students every opportunity to achieve the highest standards by:
- taking account of their varied experiences and needs;
  - offering a broad and balanced curriculum;
  - having high expectations of all students
- 1.3 The school complies with current legislation concerning unlawful discrimination and to promoting best practice in equality of treatment. This policy accords with the Equality Act 2010 via guidance provided by the Department for Education in 'The Equality Act 2014 and Schools' (May 2014).
- 1.4 This policy should be read in conjunction with the following school policies:
- Anti-Bullying Policy
  - Behaviour and Discipline Policy
  - Child Protection Policy
  - Collective Worship Policy
  - Curriculum Policy
  - Disability Equality Scheme and Accessibility Plan
  - Sex and Relationships Education Policy
  - Special Educational Needs Policy
  - Supporting Students with Medical Needs Policy
  - Trips and Educational Visits Policy

## 2. Aims and Objectives

- 2.1 The Governing Body is committed to a policy of equality and aims to ensure that no employee, job applicant, student or other member of the school community is treated less favourably on grounds of disability; age; race (including colour, nationality ethnic or national origin); religion and belief; sex, sexual orientation, marriage and civil partnership; pregnancy and maternity; gender reassignment. .
- 2.2 All members of the school community, including visitors, are responsible for promoting the school's Equal Opportunities Policy and are obliged to respect it and act in accordance with the policy.

- 2.3 The school promotes the principles of fairness and justice for all through the education that it provides in the school.
- 2.4 The school seeks to ensure that, wherever possible, all students have equal access to the full range of educational opportunities provided by the school.
- 2.5 The school strives to constantly identify and remove any forms of indirect discrimination that may form barriers to learning for some groups by regularly assessing the impact of its policies, practices and guidelines.
- 2.6 The school ensures that recruitment, employment, promotion and development opportunities are open to all.
- 2.7 The school challenges personal prejudice and stereotypical views whenever they occur. The school is aware that prejudice and stereotyping can be caused by misconception and by ignorance. Through positive educational experiences, and support for each individual's point of view, the school aims to promote positive social attitudes and respect for all.
- 2.8 The school values each person's worth, celebrating both people's individuality and the cultural diversity of the school community, and shows respect for everyone.
- 2.9 The school and its staff strive to be proactive in tackling prejudice and unlawful behaviour.
- 2.10 All employees have a specific responsibility to operate within the boundaries of this policy. Any employee found to have breached this policy will be dealt with as a possible case of misconduct or gross misconduct under our disciplinary policy. Further, employees are warned that, under the Equality Act 2010, you can be held personally liable for your own acts of discrimination towards others, or where you knowingly help another to commit an act of discrimination.
- 2.11 The school seeks to ensure that the students and staff contribute towards a happy and caring environment by showing respect for, and appreciation of, one another as individuals.

### **3. Equal Opportunities in Recruitment**

- 3.1 Formby High School is committed to following the Safer Recruitment statutory guidance provided by Department for Education in 'Keeping Children Safe in Education' (April 2014).
- 3.2 Recruitment and selection procedures and practices are regularly reviewed to ensure that no group is put at a disadvantage either directly or indirectly.
- 3.3 In accordance with the spirit of this policy statement, employees are given an equal opportunity for career progression within the organisation.
- 3.4 The aim of this policy is to ensure that no job applicant or employee is discriminated

against on the grounds of gender, race, , disability, sexual orientation, religion or belief or age, or is disadvantaged by conditions or requirements which cannot be shown to be justified.

- 3.5 For further information on recruitment at Formby High School, please refer to the school's Recruitment Policy.

#### **4 Equal Opportunities in the Curriculum**

- 4.1 Every student has an equal entitlement to the National Curriculum and, subject to entry requirements, to all other areas of the curriculum, regardless of language, gender, race, disability, sexual orientation, religion or belief or age.
- 4.2 Students should have equal access to the curriculum regardless of academic ability. Consequently, this policy should be read in conjunction with the Special Educational Needs Policy.
- 4.3 Staff will actively encourage the breaking down of any traditional gender stereotyping regarding subject choices when advising on Key Stage 4 and Key Stage 5 courses.
- 4.4 The school will monitor any careers advice or work experience placements provided by outside agencies with the aim of ensuring equal opportunities.
- 4.5 All forms of individual and subject support, guidance, amenities and facilities, including extra-curricular activities, will be equally available to students of both sexes.
- 4.6 Behaviour expectations and disciplinary sanctions will be free of any gender, race or culture bias, religion and belief.
- 4.7 Teachers will assess all materials and resources used for teaching and take appropriate action whenever possible to ensure that they reflect concepts, themes and information which seeks to eliminate prejudice, and any other form of discrimination. Teachers should try to ensure that all students feel that their language and culture is both acknowledged and valued.
- 4.8 The school actively encourages an ethos in which all students feel secure and valued.

#### **5 Race / Ethnicity**

- 5.1 The school will:
- strive to eliminate all forms of racism (including against colour, nationality, ethnic or national origin) and racial discrimination;
  - promote equality of opportunity;
  - promote good relations between people of different racial and ethnic groups.

- 5.2 The school will not tolerate any form of racism or racist behaviour. Should a racist incident occur, it will be dealt with in accordance with school procedures and logged accordingly.
- 5.3 The school endeavours to be welcoming to all minority groups. The celebration and understanding of cultural diversity is promoted through the topics studied by the students and is reflected in displays, resources and events.
- 5.4 Cultural diversity and respect for others are celebrated and reflected across the whole curriculum. The curriculum will enhance students' understanding of UK and world society and history, including the contributions of minority ethnic groups.
- 5.5 The school will give students the understanding they need to recognise prejudice and reject racial discrimination.
- 5.6 As part of the broad and balanced curriculum, the school will ensure fundamental British values are promoted; giving students clear understanding of democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs.

## 6 Gender / Sex [see also 4.3]

- 6.1 The school will constantly examine its curriculum, procedures and materials for gender bias, inequality or stereotyping.
- 6.2 The school will encourage students to be aware of the rigid gender stereotypes presented by, for example, the media and will try to ensure that resources include books which value the achievements of both women and men.
- 6.3 The school is committed to providing a curriculum which avoids unnecessary historical gender divisions.
- 6.4 The school tries to ensure that:
- teachers allocate their time fairly between the sexes;
  - all students have opportunities for working with students of both sexes;
  - the traditional gender stereotypes are broken down;
  - students have opportunities to examine their own pre-conceived ideas of gender roles;
  - students are given the opportunity to pursue less conventional subjects and interests; for example girls to read more non-fiction and boys more fiction.

## 7 Disability

- 7.1 There is a general requirement in The Equality Act 2010 to make reasonable adjustments for those with disabilities. The school is committed to meeting the needs of both staff and students with disabilities and will make reasonable adjustments to arrangements or practices to alleviate disadvantage.

All reasonable steps will also be taken to ensure that students with disabilities are not placed at any disadvantage compared to students without disabilities in terms of access to student information and the school curriculum.

- 7.2 The school will seek to provide an environment that allows students with disabilities full access (where reasonably practicable) to all areas of learning and opportunities afforded to all other students at the school, including educational visits.
- 7.3 Teachers will modify teaching and learning as appropriate for students with disabilities. For example, they may give additional time to complete certain activities or modify teaching materials or offer alternative activities where students are unable to manipulate tools or equipment.

## **8 Religion / Belief**

- 8.1 The school respects the religious beliefs and practices of all staff, students, parents and visitors and will comply with all reasonable requests relating to religious observance and practice. This includes respect for lack of religion or belief, as in atheism.

## **9 Sexual Orientation**

- 9.1 The school will make no assumption about the sexual orientation of any of the members of its community.
- 9.2. In the curriculum, sexuality is taught within the context of loving relationships. Students' questions will be answered as they arise, honestly, factually and non-judgementally.
- 9.3 Derogatory name-calling or homophobic remarks (of any sort) are unacceptable. Should a homophobic incident occur, it will be dealt with in accordance with school procedures and logged accordingly.

## **10 Age**

- 10.1 The school will put procedures in place to ensure that no-one is denied a job, an equal chance of training or promotion, or suffers from discrimination, harassment or victimisation because of their age.

## **11 Due Regard**

- 11.1 'Due regard' will be given to equality considerations whenever significant decisions are being made or policies developed.

## **12 Training and Development**

The School will seek to:

- 12.1 Enhance and develop the skills, knowledge and abilities of existing employees to realise their full potential, irrespective of background or employment status.
- 12.2 Provide equal access to training and development opportunities for all staff, including part time, on the basis of their assessed training needs.
- 12.3 Promote greater awareness of equal opportunities and the contribution that students, staff, Governors and parents can make.
- 12.4 Provide training to staff on equal opportunities to promote understanding of equalities legislation and the school's, and their, responsibilities.

## **13 The Role of Governors**

- 13.1 In this policy statement the Governing Body has set out its commitment to equal opportunities and it will continue to do all it can to ensure that all members of the school community are treated both fairly and equally.
- 13.2 The Governing Body will ensure that no-one is unlawfully discriminated against whilst in the school on account of their race, gender, religion or belief, disability, age or sexual orientation.
- 13.3 The Governing Body will monitor the implementation of this policy on a regular basis through information provided by the Headteacher (see Section 17). The policy will be reviewed every two years.

## **14 The Role of the Headteacher**

- 14.1 The Headteacher will ensure that the school's policy on equal opportunities is implemented.
- 14.2 The Headteacher will ensure that all staff are aware of the school policy on equal opportunities and that these guidelines are applied fairly in all situations.
- 14.3 The Headteacher will ensure that all appointments panels give due regard to this policy so that no-one suffers discrimination.
- 14.4 The Headteacher will promote the principles of equal opportunity when developing the curriculum and in providing opportunities for training.
- 14.5 The Headteacher will promote respect for other people in all aspects of school life; in assemblies, for example, respect for other people will be a regular theme as it will also be in displays around the school.

- 14.6 The Headteacher will view all incidents of potentially discriminatory treatment with due concern.

## **15 The Role of Teachers and Support Staff**

- 15.1 Staff will aim to ensure that all students, parents and their colleagues are treated fairly and with respect. The school will not discriminate against any child/young person, parent, member of staff or visitor and will actively seek to identify and remove indirect discrimination. Ignorance of what constitutes discrimination is not a defence.
- 15.2 When selecting classroom materials, teachers will strive to provide resources which promote positive images and which challenge stereotypes of minority groups.
- 15.3 When designing schemes of work, teachers will pay cognisance to the Equal Opportunities Policy, both in the choice of topics to study and in how to approach sensitive issues. For example, History topics should include examples of the significant contribution made by women and racism issues such as the civil rights movement in the USA; in Geography, attempts should be made to counter stereotypical images of Africa and Asia and to show the true diversity of development in different parts of the world.
- 15.4 All teachers and support staff will challenge any incidents of prejudice or discrimination, and draw them to the attention of a member of the Senior Leadership Team.

## **16 The Role of Students**

- 16.1 Students will be made aware of the policy and draw any incidents of prejudice or discrimination to the attention of a member of staff.
- 16.2 Students will be encouraged to show respect, tolerance and understanding towards others and expected to demonstrate these important values in their interactions with others.

## **17 The Role of Parents**

- 17.1 Parents will be made aware of the policy through the school website and are expected to encourage their children to do as outlined in 16.2 and will draw any incidents of prejudice or discrimination to the attention of a member of staff.

## **18 The Role of Visitors / Contractors / Third Party Employees**

- 18.1 All visitors and contractors are required to adhere to the Equal Opportunities Policy.

## 19 Complaints

- 19.1 Any complaints concerning equality opportunities should be addressed, as appropriate, through the school's complaints or grievance procedures.

## 20 Monitoring / Review

- 20.1 The Governing Body is responsible for monitoring the effectiveness of this policy. The Governors will:
- monitor the progress of students from minority groups, comparing it to the progress made by other students in the school;
  - monitor the staff appointment process so that no-one applying for a post at the school is discriminated against;
  - require the Headteacher to report to Governors annually on the effectiveness of this policy;
  - take into serious consideration any complaints from students, parents, staff or visitors regarding equal opportunity;
  - monitor the school's Behaviour Policy, and the numbers of exclusions, to make sure that students from minority groups are not unfairly treated.

## Appendix

### 1 ACAS Definitions of Types of Discrimination



# Formby High School Equality Duty Statement

Everyone has the right to be treated with dignity and respect. The Equality Act 2010 prohibits direct and indirect discrimination, harassment and victimisation of people on the grounds of protected characteristics – disability; age; race (including colour, nationality ethnic or national origin); religion and belief; sex, sexual orientation, marriage and civil partnership; pregnancy and maternity; gender reassignment. .

The Equality Act 2010 requires us to have due regard to the need to:

- eliminate discriminatory behaviour
- advance equality of opportunity
- foster good relations between people from different equality groups.

This is called the Public Sector Equality Duty and its purpose is to promote equality for all. In brief, this means that as a school we must consciously think about these three aims as part of our decision making processes and pay due regard to equality issues within all our key policies, planning and performance management. This means that each year the School Improvement and Development Plan will contain a target relating to equality issues.

We will ensure that every student, irrespective of race, disability, gender, religion and belief, or sexual orientation, is able to achieve high standards and that strategies are in place to address under-achievement and celebrate success.

We will ensure that every student has access to the necessary teaching and support required to enable them to fulfil their potential.

We will ensure that the school's procedures for disciplining students and managing behaviour are fair, effective and equitable.

As an equal opportunities employer we are committed to providing a working environment where all are treated with dignity and respect. We will ensure that the school adheres to equal opportunities employment practices and does not discriminate against employees or prospective employees on the grounds of these protected characteristics.

The responsibilities of the Governing Body, Headteacher, Staff, Students, Parents and Visitors in promoting equality are set out in the school's Equal Opportunities Policy.

## Equality Objectives

1. The school will maintain its systems for recording behaviour to capture all incidents of bullying, harassment of or discrimination against students with protected characteristics.
2. To continue to review and revise school policies to ensure that, where necessary, the elimination of harassment, discrimination or victimisation is expressly noted.
3. Building on existing very effective practice, to review and develop the school curriculum to ensure a wide range of opportunities exist that promote equality and diversity, and challenge prejudice and discrimination.
4. The school will endeavour to enhance and develop the skills, knowledge and abilities of existing employees to realise their full potential, irrespective of background or employment status.

# Types of discrimination: definitions

## Direct discrimination

Direct discrimination occurs when someone is treated less favourably than another person because of a protected characteristic they have or are thought to have (see perception discrimination below), or because they associate with someone who has a protected characteristic (see discrimination by association below). Annex 1 contains an example of direct discrimination.

## Discrimination by association

Applies to age, race, religion or belief, sexual orientation, disability, gender reassignment, and sex. This is direct discrimination against someone because they associate with another person who possesses a protected characteristic. See Annex 1 for an example of discrimination by association.

## Perception discrimination

Applies to age, race, religion or belief, sexual orientation, disability, gender reassignment, and sex. This is direct discrimination against an individual because others think they possess a particular protected characteristic. It applies even if the person does not actually possess that characteristic. See Annex 1 for an example of perception discrimination.

## Indirect discrimination

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

Indirect discrimination can occur when you have a condition, rule, policy or even a practice in your company that applies to everyone but particularly disadvantages people who share a protected characteristic. Indirect discrimination can be justified if you can show that you acted reasonably in managing your business, ie that it is 'a proportionate means of achieving a legitimate aim'. A legitimate aim might be any lawful decision you make in running your business or organisation, but if there is a discriminatory effect, the sole aim of reducing costs is likely to be unlawful.

Being proportionate really means being fair and reasonable, including showing that you've looked at 'less discriminatory' alternatives to any decision you make. Annex 1 contains an example of indirect discrimination.

## Harassment

Harassment is “unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual”.

Harassment applies to all protected characteristics except for pregnancy and maternity and marriage and civil partnership. Employees will now be able to complain of behaviour that they find offensive even if it is not directed at them, and the complainant need not possess the relevant characteristic themselves. Employees are also protected from harassment because of perception and association (see page 3). See Annex 1 for some examples of harassment.

## Harassment by others

Applies to age, disability, gender reassignment, race, religion or belief, sex, and sexual orientation.

The Equality Act makes you potentially liable for harassment of your employees by people who are not employees of your company, such as customers or clients. You may be liable when you are aware that harassment has taken place, and have not taken reasonable steps to prevent it from happening again. See Annex 1 for an example of third party harassment.

## Victimisation

Victimisation occurs when an employee is treated badly because they have made or supported a complaint or raised a grievance under the Equality Act; or because they are suspected of doing so. An employee is not protected from victimisation if they have maliciously made or supported an untrue complaint.

A complainant will not need to compare their treatment with that of a person who has not made or supported a claim under the Act. See Annex 1 for an example of victimisation.