

Oak Farm Primary School

Equality Policy



OAK FARM
PRIMARY SCHOOL

Approved by: Oak Farm
School GB

Date: October 2020

Last reviewed on:

Next review due by:

1. Introduction

At Oak Farm Primary School, we are committed to ensuring equality of education and opportunity for all pupils, staff, parents/carers receiving services from the school, irrespective of gender, marital status, part-time status, sexual orientation, gender reassignment, colour, race, nationality, national or ethnic origin, religion or creed, disability, responsibility for dependents, age and membership or non-membership of a trade union or political affiliation. We strive to create a culture of inclusion and diversity in which all those connected to the school feel proud of their identity and able to participate fully in school life. The achievement of pupils will be monitored by race, gender and disability and we will use this data to support pupils, raise standards and ensure inclusive teaching. We will tackle discrimination by the positive promotion of equality, challenging bullying and stereotypes and creating an environment which promotes respect for all. Diversity is a strength, which is to be respected and celebrated by all those who learn, teach and visit our school.

2. Teaching and Learning

We aim to provide all our pupils with the opportunity to succeed and to reach the highest level of personal achievement. To do this, we will:

- use contextual data to improve the ways in which we provide support to individuals and groups of pupils;
- monitor achievement data by ethnicity, gender and disability and action any gaps;
- take account of the achievement of all pupils when planning for future learning and setting challenging targets;
- ensure equality of access for all pupils and prepare them for life in a diverse society;
- use materials that reflect the diversity of the school, population and local community in terms of race, gender and disability, without stereotyping;
- promote attitudes and values that will challenge racist and other discriminatory behaviour or prejudice;
- provide opportunities for pupils to appreciate their own culture and celebrate the diversity of other cultures;
- seek to involve all parents in supporting their child's education;
- encourage classroom and staffroom discussion of equality issues which reflect on social stereotypes, expectations and the impact on learning;
- include teaching and classroom-based approaches appropriate for the whole school population, which are inclusive and reflective of our pupils.

3. Admissions and Exclusions

Our admissions arrangements are fair and transparent. Please refer to our Admissions Policies for further information. Exclusions will always be based on the school's Behaviour Policy - we will closely monitor exclusions to avoid any potential adverse impact and ensure any discrepancies are identified and dealt with.

4. Equal Opportunities for Staff

We are committed to the implementation of equal opportunities; therefore, we monitor and actively promote equality in all aspects of staffing and employment. All staff appointments and promotions are made on the basis of merit and ability and in compliance with the school's HR guidelines.

4. Employer Duties

As an employer, we strive to ensure that we eliminate discrimination and harassment in our employment practice and actively promote equality across all groups within our workforce. Equality aspects such as gender, race, disability, sexual orientation, gender reassignment and faith or religion are considered when appointing staff and when allocating Teaching & Learning Responsibilities (TLR) or re-evaluating staff structures, to ensure decisions are free of discrimination. Actions to ensure this commitment is met include:

- Monitoring recruitment and retention;
- Monitoring bullying and harassment of staff;
- Continued professional development opportunities for all staff;
- Senior Leadership Team support to ensure equality of opportunity for all.

5. Equality and the Law

There are a number of statutory duties that must be met by every school in line with legislation from the Race Relations (Amendment) Act (2000), Disability Equality Duty (2005) and Equality Act (2010). The action plan in the Appendix of this policy outlines the actions Oak Farm Nursery, Infant and Junior Schools will take to meet the general duties detailed below.

Race Equality This section of the plan reflects the general and specific duties of schools as detailed in The Race Relations Act 1976 and as amended by The Race Relations (Amendment) Act 2000. The General Race Equality Duty requires us to have due regard to the need to:

- eliminate racial discrimination;
- promote equality of opportunity;
- promote good relations between people of different racial groups.

Under our specific duty we will:

- prepare and publish as part of this scheme an Equality Plan which covers our race equality goals and actions to meet them;
- review and revise this policy every 4 years.

Disability

This section should be read in conjunction with the school's Special Educational Needs Policy and the School Access Audit that relates to this policy.

Definition of Disability

The Disability Discrimination Act 2005 (DDA) defines a disabled person as someone who has "a physical or mental impairment which has a substantial or long-term adverse effect on his or her ability to carry out normal day-to-day activities". The DDA 2005 has also extended the definition of disability as follows: People with HIV, multiple sclerosis and cancer (although not all cancer sufferers are deemed disabled before they experience the long-term and substantial adverse effect on their activities). Section 18 has been amended so that individuals with a mental illness no longer have to demonstrate that it is "clinically well-recognised", although the person must still demonstrate a long-term and substantial adverse impact on his/her ability to carry out normal day-to-day activities.

Legal duties

The Disability Discrimination Act (DDA) 2005 placed a general duty on schools, requiring them to have due regard for the following when carrying out and delivering services:

- Promoting equality of opportunity between disabled people and other people;
- Eliminating discrimination and harassment of disabled people that is related to their disability;
- Promoting positive attitudes towards disabled people;
- Encouraging participation in public life by disabled people;
- Taking steps to meet disabled people's needs, even if this requires more favourable treatment.

Under our specific duty we will:

- prepare and publish as part of this policy our equality objectives and actions to meet them;
- review and revise this policy every year.

It is a requirement that the school's Access Audit is resourced, implemented, reviewed and revised as necessary and reported on annually.

Gender Equality

The Gender Equality Duty 2006 places a general and specific duty on schools to eliminate unlawful discrimination and harassment on the grounds of gender and to promote equality of opportunity between female and male pupils and between women and men and transgender people. Under our general duty we will actively seek to:

- eliminate unlawful discrimination and harassment on grounds of sex and gender reassignment;
- promote equality between men and women.

Under our specific duty we will:

- prepare and publish as part of this scheme an Equality Plan which covers our gender equality goals and actions to meet them;
- review and revise this policy every year.

Sexual Orientation

The Equality Act 2006 made provision for regulations to be introduced to extend protection against discrimination on grounds of religion, belief or sexual orientation. The Equality Act (Sexual Orientation) Regulations 2007 came into force on 30th April 2007 and they make discrimination unlawful in the area of goods, facilities and services on grounds of sexual orientation. For schools this means admissions, benefits and services for pupils/staff and treatment of pupils/staff.

Community Cohesion

The Education and Inspections Act 2006 inserted a new section 21(5) to the Education Act 2002, introducing a duty on the governing bodies of state schools to promote community cohesion. Community Cohesion encompasses promoting good relations between pupils from different religions/beliefs and socioeconomic backgrounds. The duty came into force on 1st September 2007.

Consultation and involvement

It is a requirement that the development of this policy and the actions within it have been informed by the input of staff, pupils and parents/carers. We will achieve this by using the following to shape the Equality Plan:

- Feedback from the Parent/Carers;
- Input through Staff meetings/INSET;
- Feedback from the school council, pupil questionnaires/interviews, discussions in lessons;
- Issues raised in Annual Reviews or reviews of Support Plans or pupil progress meetings
- Feedback at Governing Body meetings.

6. Roles and Responsibilities

The Role of the Governors

- The Governing Body has set out its commitment to equal opportunities in this policy to ensure that the school is fully inclusive to pupils and staff.
- The Governing Body seeks to ensure that people are not discriminated against when applying for jobs at our school.
- The Governors take all reasonable steps to ensure that the school environment gives access to people with disabilities and also strive to make school communications as inclusive as possible for parents/carers, staff and pupils.
- The Governors welcome all applications to join the school in line with the Hillingdon admissions policy.
- The Governing Body ensures that no child is discriminated against whilst in our school.

The Role of the Headteacher

- It is the Headteacher's role to implement the school's Equality Policy and Action Plans and is supported by the Governing Body in doing so.
- It is the Headteacher's role to ensure that all staff are aware of the Equality Policy and Action Plans
- The Headteacher ensures that all appointments panels give due regard to this policy, so that no-one is discriminated against when it comes to employment or training opportunities.
- The Headteacher promotes the principle of equal opportunity when developing the curriculum and promotes respect for other people and equal opportunities to participate in all aspects of school life.
- The Headteacher treats all incidents of unfair treatment and any incidents of bullying or discrimination, including racist incidents, with due seriousness.

7. Tackling Discrimination

Harassment on account of religion, race, gender, disability or sexual orientation is unacceptable and is not tolerated within the school environment. All staff are expected to deal with any discriminatory incidents that may occur. They are expected to know how to identify and challenge prejudice and stereotyping and to support the full range of diverse needs according to a pupil's individual circumstances. Racist and homophobic incidents and other incidents of harassment or bullying are dealt with by the member of staff present, escalating to a class teacher, year group leader and deputy and headteacher where necessary. Incidents are reported to the headteacher where appropriate and racist incidents are reported to the governing body on a termly basis.

What is a discriminatory incident?

Harassment on grounds of religion, race, gender, disability, sexual orientation or other factors such as socio-economic status, can take many forms including verbal or physical abuse, name calling, exclusion from groups and games, unwanted looks or comments, jokes and graffiti.

Types of discriminatory incidents

Examples of discriminatory incidents which can occur include are but not limited to;

- Physical assault against a person or group because of their colour, ethnicity, religion, nationality, disability, sexual orientation or gender;
- Use of derogatory names, insults and jokes;
- Racist, sexist, homophobic or discriminatory graffiti;
- Provocative behaviour such as wearing racist, sexist, homophobic or discriminatory badges or insignia;

- Bringing discriminatory material into school;
- Verbal abuse and threats;
- Incitement of others to discriminate or bully due to victim's race, disability, gender or sexual orientation;
- Discriminatory comments in the course of discussion;
- Attempts to recruit others to discriminatory organisations and groups;
- Ridicule of an individual for difference, e.g. food, music, religion, dress etc;
- Refusal to co-operate with other people on grounds of race, gender, disability or sexual orientation.

Responding to and reporting incidents

It should be clear to pupils and staff how they report incidents. All staff, teaching and non-teaching, should view dealing with incidents as vital to the well-being of the whole school.

Review of Progress and Impact

The Equality Plan has been agreed by our Governing Body. We have a rolling programme for reviewing school policies and their impact. In line with legislative requirements, we will review progress against our Equality objectives and Access Audit annually and review the entire policy and accompanying action plans on a four year cycle. We make regular assessments of pupils' learning and use this information to track pupil progress. As part of this process, we regularly monitor achievement by religion, ethnicity, gender and disability, to ensure that all groups of pupils are making the best possible progress and take appropriate action to address any gaps.

Publishing the policy and objectives

In order to meet the statutory requirements to publish our Equality Objectives, we will: • publish our plan on the school website; • raise awareness of the plan through the school newsletter, assemblies, staff meetings and other communications; • make copies available in alternative formats where requested. We will publish information that demonstrates how we are complying with our equality duty every year. This information will include progress made against the objectives.

Links with other policies

This document links to the following documents/policies:

- School Access Audit
- Risk assessments
- SEN policy • Child Protection and Safeguarding
- Behaviour
- Preventing Radicalisation

We will review this policy and equality objectives every 4 years.

Action	How will impact be monitored/evidenced	Person responsible	Timeframe	Success Criteria
Ensure all staff identify, respond and report all racist, sexist and homophobic (and any discriminatory behaviour) incidents and deal with them using the school's behaviour policy.	Central recording system (CPOMS) used to record and track any incidents	All staff – will deal with incidents as reported	Immediate action following an incident	Whole school record of incidents and follow-up No repeat incidents
Monitor and analyse pupil data and act on any trends that identify any specific group of pupils that may need extra support (gender, ethnic group, SEN, disadvantaged).	Termly data records – by group Individual class tracking sheets and records of actions taken to address and close identified gaps Review of actions at least termly	All staff with teaching responsibility Assessment Lead Core Subject leaders	Termly and then ongoing until gaps have been closed	All children will achieve their potential If gaps are not closed, there will be an evidence trail of regularly delivered, reviewed and revised actions taken to close gaps in school Evidence trail of other support given/offered to pupils and their families to overcome external barriers to learning/progress.
Ensure displays around the school promote diversity in terms of race, disability, religion, culture and gender.	Displays across the school and in classrooms	R.E. Lead PSHE Lead All staff		Displays around the school and in classrooms promote diversity
Plan a programme of assemblies that challenge prejudice, question stereotyping and promote tolerance and understanding of a multicultural society.	Assembly Programme Discussions with pupils	R.E. Lead PSHE Lead SLT All staff		Pupils will be able to discuss the assembly themes
In the programme of assemblies, ensure role models representing different backgrounds are celebrated and promoted (e.g. through black history).	Assembly Programme Discussions with pupils	SLT R.E. Lead PSHE Lead All staff		Pupils will be able to discuss some of the role models from different backgrounds Completed assembly record log Displays around the school
Celebrate cultural events throughout the year to develop children's understanding of different faiths and communities (assemblies, RE lessons).	Monitoring of children's work as part of RE Lead responsibilities to ensure this is part of the teaching of all faith specific learning Monitoring of children's work as part of PSHE Lead responsibilities to ensure understanding of the diversity of communities is part of the children's learning	SLT R.E. Lead PSHE Lead All staff		Work in books Displays Pupils will be able to discuss their understanding of different faiths and communities Assembly programme records
Ensure all pupils are given the opportunity to make a positive contribution to school through young leaders, prefects, school council etc and it is representative of the school community.	Discussion with children School diary of events Fair and open selection process for these roles, all children eligible given the opportunity to stand	Teachers with responsibility for these various pupil groups SLT	At the beginning of every school year when roles are open for applicants Ongoing as roles develop	Allocation of roles will show representation of all from across the school Pupils will be able to talk about the positive selection process and the difference their representatives make Pupil representatives will be able to talk about their work and their achievements/changes considered/made as a result

<p>Ensure behaviour is monitored by race, disability and gender and this information is used to make a difference to the experience of other children.</p>	<p>Central whole school CPOMS records (links to Arbor)</p>	<p>Head Teacher SLT</p>	<p>At least half termly alongside the behaviour overview</p>	<p>Where a trend is identified the school will take positive action to address this Incidences of poor behaviour will be due to the individual and will not have a connection to race, disability or gender</p>
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Complaint Form

Please complete and return to the Headteacher who will acknowledge receipt and explain what action will be taken.

Your name:

Pupil's name:

Your relationship to the pupil:

Address:

Postcode:

Day time telephone number:

Evening telephone number:

Please give details of your complaint.

**What action, if any, have you already taken to try and resolve your complaint.
(Who did you speak to and what was the response)?**

What actions do you feel might resolve the problem at this stage?

Are you attaching any paperwork? If so, please give details.

Signature:

Date:

Official use

Date acknowledgement sent:

By who:

Complaint referred to:

Date:

Flowchart

Summary of Dealing with Complaints

