

Kisimul

# **EDAC10 | Acacia School Equality, Diversity and Inclusion**

Policy and Procedure

## Document Information

<b>Document:</b>	EDAC10   Acacia School Equality, Diversity and Inclusion Policy and Procedure
<b>Division:</b>	Education
<b>Document owner position:</b>	Group Executive Education Lead
<b>Authorising committee:</b>	Safeguarding Committee/School Governance
<b>Date authorised:</b>	January 2023

## Document Publication & Review

<b>Date first published:</b>	Pre-2022
<b>Date of last revision:</b>	April 2026
<b>Date of next review:</b>	October 2026
<b>This document will be reviewed at least every 2 years, or sooner if legislation/guidance changes</b>	
<b>A full Change Log can be found at the back of this document</b>	

## Equality, Diversity & Inclusion Statement

No person or group should suffer oppression or lack of opportunity because of a protected characteristic. Kisimul Group opposes all forms of unlawful discrimination, and we are committed to encouraging equality, diversity, fairness and inclusion in the application of our policies so that everyone has equal access and feels welcome and at ease. To achieve this aim, the application and accessibility of our policies, and the decisions and outcomes arising from our policies, may be monitored to ensure their use is fair, equal and consistent irrespective of any characteristic as may be defined by the *Equality Act 2010*. This is to ensure that we are listening to people and appropriately understanding their needs, and are tailoring the way we interact and publish or act on our policies to ensure we are promoting equal access and opportunity at all times.

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## 1. Introduction

### 1.1 Outline

Acacia School is committed to the need to both eliminate unlawful discrimination and to promote equality for learners, staff and others using school facilities. Our school is committed to promoting a positive and diverse culture in which all colleagues and learners are valued and supported to fulfil their potential irrespective of their age, disability, race, religion, belief, sex or sexual orientation by:

- Taking account of their varied experiences and needs.
- Offering a broad and balanced curriculum.

- Having high expectations of all learners.

## **1.2 Equality Act 2010**

**1.2.1** We recognise our obligations under the *Equality Act 2010* and are committed to promoting the equality and diversity of all those we work with, our learners and visitors.

**1.2.2** Compliance with the *Equality Act 2010* is the responsibility of all colleagues. Kisimul Group does not condone any act of direct discrimination, indirect discrimination, harassment or victimisation. Any breach of this policy will not be tolerated and may lead to disciplinary action.

**1.2.3** Kisimul Group will comply with the *Public Sector Equality Duty*, giving due regard to that duty when making decisions, taking actions and developing policies.

**1.2.4** All colleagues, whether part-time, full-time, temporary or permanent will be treated fairly and equally.

**1.2.5** We will avoid unlawful discrimination in all aspects of employment including recruitment, promotion, opportunities for training, pay and benefits, discipline and selection for redundancy. Selections will be made on the basis of aptitude, ability and/or merit, where appropriate.

**1.2.6** Acacia School will endeavour to make all reasonable, appropriate and effective adjustments during the recruitment and selection process.

**1.2.7** Where recruitment and selection are carried out by a third party on behalf of Kisimul Group, we will take all reasonable steps to ensure they adhere to the principles of this policy.

## **2. Scope**

This policy applies to all colleagues working at Acacia School, including agency colleagues and any third parties. Please also refer to the Kisimul Group ***HR15 Equality, Diversity and Inclusion Policy and Procedure***.

## **3. Definitions**

The *Equality Act 2010* covers nine protected characteristics upon which discrimination is unlawful: age, gender reassignment, disability, race, religion or belief, sex, sexual orientation, pregnancy/maternity and marriage/civil partnership. For further information on types of unlawful discrimination, see **Appendix 1**.

## **4. Roles and Responsibilities**

### **4.1 The Chief Executive Officer**

Has overall responsibility for ensuring compliance with national and local standards that are reflected in the organisation's policies.

## **4.2 The Group Executive Education Lead**

Is responsible for ensuring local procedures are in place to effectively implement this policy within the school and for monitoring the effectiveness of this policy through:

**4.2.1** Monitoring the progress of learners from minority groups, comparing it to the progress made by other learners in the school.

**4.2.2** Monitoring the recruitment process to ensure no-one applying for a post at the school is discriminated against.

**4.2.3** Take seriously, and investigate, any complaints from learners, parents, colleagues or visitors regarding equal opportunities.

**4.2.4** Monitoring ***EDAC05 Acacia School Behaviour Policy and Procedure***, and the numbers of exclusions, to make sure that learners from minority groups are not unfairly treated.

**4.2.5** To ensure that any issue that may be perceived as a potential reputational risk to the trading name of the Kisimul Group is referred to the Executive Leadership team (ELT).

## **4.3 The Headteacher**

Is responsible for:

**4.3.1** Ensuring all relevant colleagues are aware of this policy, receive appropriate professional development and local procedures are followed, to ensure compliance with equality legislation.

**4.3.2** Implementing this policy and promoting a culture of equal opportunities where everyone is treated with respect.

**4.3.3** Taking appropriate action in cases of harassment or discrimination.

**4.3.4** Ensuring that all appointments panels give due regard to this policy so that no-one experiences discrimination.

**4.3.5** Promoting the principles of equal opportunity when developing the curriculum and in providing opportunities for training.

**4.3.6** Promoting respect for other people in all aspects of school life; in assemblies, for example, respect for other people will be a regular theme in displays around the school.

**4.3.7** Making effective and reasonable adjustments where appropriate to meet the individual needs of colleagues, learners and stakeholders.

**4.3.8** Taking all reasonable steps to prevent discrimination, harassment and victimisation from taking place.

**4.3.9** Taking responsibility for recording, managing and analysing incidents of discrimination, harassment and victimisation in accordance with Kisimul policies, procedures and guidance.

## 4.4 All Colleagues

Are responsible for:

**4.4.1** Enabling and supporting learners to recognise a range of feelings, both positive and negative and to develop their skills of emotional self-regulation.

**4.4.2** Recognising their own prejudices and ensuring that all learners are treated fairly and with respect. The school will not knowingly discriminate against any child/young person, parent or visitor and will actively seek to identify and remove indirect discrimination. Ignorance of what constitutes discrimination is not a defence against an allegation.

**4.4.3** Selecting classroom materials, and providing resources which give positive images and which challenge stereotypical images of minority groups.

**4.4.4** Promoting and modelling a culture of respect for all, challenging and dealing appropriately with any incidents of prejudice, discrimination or bias and drawing them to the attention of the headteacher.

**4.4.5** 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; 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.

## 5. Valuing Diversity

**5.1.1** Kisimul Group values diversity, and is committed to encouraging involvement at all levels from under-represented groups. Kisimul Group recognises that schools benefit from a staff cohort that contains a mix of people from all walks of life and backgrounds, who can bring different viewpoints, experience and skills. We will assist our learners to achieve their very best potential; where learners experience barriers to their success, we will work with them to address these in a sensitive and sympathetic way.

**5.1.2** We will teach our learners the importance of equality, what forms discrimination can take, and the impact discrimination can have. We will also encourage our learners to make their own commitment to promoting equality.

**5.1.3** Our admissions criteria are defined under ***EDAC03 Acacia School Admissions Policy and Procedure*** and are applied consistently to every learner, irrespective of any protected characteristic. We will not discriminate on the grounds of protected characteristics, however the school may:

- Arrange learners in classes based on age.
- Take positive action to deal with particular disadvantages affecting learners of one racial group, if this is a proportionate means of dealing with the issue.

## 6. Education and Support

Education is crucial to tackling inequalities, including gender stereotyping, preventing bullying and raising attainment for certain groups. The principles of equality and diversity are embedded in our academic and social curriculum – see **EDAC11 Acacia School Curriculum Policy**.

## 7. Incidents of Discriminatory Treatment

All incidents of discriminatory treatment, bullying and harassment must be reported to the headteacher and recorded as soon as is reasonably possible, normally within 24 hours of the incident. All bullying-related incidents, confirmed or otherwise, will be addressed in accordance with **EDAC08 Acacia School Anti-Bullying Policy and Procedure**.

## 8. Hate Crime

**8.1.1** The term “hate crime” can be used to describe a range of criminal behaviour where the perpetrator is motivated by hostility or demonstrates hostility towards the victim's disability, race, religion, sexual orientation or transgender identity. A hate crime can include verbal abuse, intimidation, threats, harassment, assault and bullying, as well as damage to property. The perpetrator can also be a friend, carer or acquaintance who exploits their relationship with the victim for financial gain or some other criminal purpose.

**8.1.2** If you suspect that a child, young person, vulnerable adult or colleague is, or is likely to become, a victim or perpetrator of hate crime, you must inform the **designated safeguarding lead (DSL)**, the **headteacher** or another designated person as a matter of utmost urgency. For further information see <https://www.cps.gov.uk/crime-info/hate-crime>

## 9. Views of Learners, Parents & Carers and other Stakeholders

Regular enquires are made of all learners as to how safe they feel at Acacia School and ways in which services and outcomes can be improved. The views of parents, carers, local authorities and colleagues are also sought through existing mechanisms for consultation and feedback. Records are kept of these enquiries and any actions taken.

## 10. Staff Concerns about Practice

If you have any concerns about practice at Acacia School which you feel may compromise equality and diversity you should raise these with the **Headteacher** or other senior leader, and these will be dealt with in line with **EDAC16 Managing Allegations at Acacia School Policy and Procedure**.

## **11. Complaints and Grievances**

If any individual, including a learner, parent, carer, visitor or member of staff, believes that they have been discriminated against, harassed or victimised, they are asked to follow our complaints or grievance procedure. For further information, please refer to ***EDAC15 Acacia School Complaints Policy and Procedure*** and ***HR04 Kisimul Group Grievance Policy and Procedure***.

## **12. Monitoring Compliance**

The designated colleague with overall responsibility for the implementation, monitoring and evaluation of this policy is the **Headteacher**. The designated colleague is also responsible for ensuring that all learners, colleagues, parents, carers and placing local authorities are aware of our policy. Additional support would also be provided to any parent or stakeholder wishing to know more about the policy and procedures outlined above. A copy of this policy document is available for inspection on the premises during office hours and an electronic copy is posted on our website.

## **13. Linked Documents**

### **13.1 Kisimul Policies**

- 13.1.1** EDAC03 Acacia School Admissions Policy and Procedure
- 13.1.2** EDAC08 Acacia School Anti-Bullying Policy and Procedure
- 13.1.3** EDAC11 Acacia School Curriculum Policy
- 13.1.4** EDAC15 Acacia School Complaints Policy and Procedure
- 13.1.5** EDAC16 Managing Allegations at Acacia School Policy and Procedure
- 13.1.6** HR04 Kisimul Group Grievance Policy and Procedure
- 13.1.7** HR15 Kisimul Group Equality, Diversity and Inclusion Policy and Procedure

### **13.2 Legislation**

- 13.2.1** Equality Act 2010

