

Kisimul

EDCC10 | Calman Colaiste College Equality, Diversity and Inclusion

Policy and Procedure

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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

Calman Colaiste College is committed to the need to both eliminate unlawful discrimination and to promote equality for learners, staff and others using college facilities. Our college 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

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. 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. Kisimul Group will comply with the *Public Sector Equality Duty*, giving due regard to that duty when making decisions, taking actions and developing policies. All colleagues, whether part-time, full-time, temporary or permanent will be treated fairly and equally. 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. Calman Colaiste College will endeavour to make all reasonable, appropriate and effective adjustments during the recruitment and selection process. 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 Calman Colaiste College, including agency colleagues and any third parties. Please also refer to the Kisimul Group ***HR15 Equality, Diversity and Inclusion Policy***.

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 college 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 college.

4.2.2 Monitoring the recruitment process to ensure no-one applying for a post at the college 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 the behaviour policy, 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 college life; in assemblies, for example, respect for other people will be a regular theme in displays around the college.

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 college 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 values diversity, and is committed to encouraging involvement at all levels from under-represented groups. Kisimul recognises that colleges 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 ***EDCC03 Calman Colaiste College Admissions Policy*** and are applied consistently to every learner, irrespective of any protected characteristic. We will not discriminate on the grounds of protected characteristics, however the college 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 ***EDCC10 Calman Colaiste College 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 ***EDCC08 Calman Colaiste College Anti-Bullying Policy***.

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 Calman Colaiste College 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 Calman Colaiste College 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 ***EDCC15 Managing Allegations at Calman Colaiste College Policy***.

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 ***EDCC14 Calman Colaiste College Compliments and Complaints Policy*** and ***HR04 Kisimul Group Grievance Policy***.

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 EDCC03 Calman Colaiste College Admissions Policy

13.1.2 EDCC08 Calman Colaiste College Anti-Bullying Policy

13.1.3 EDCC10 Calman Colaiste College Curriculum Policy

13.1.4 EDCC14 Calman Colaiste College Compliments and Complaints Policy

13.1.5 EDCC15 Managing Allegations at Calman Colaiste College Policy

13.1.6 HR04 Kisimul Group Grievance Policy

13.1.7 HR15 Kisimul Group Equality, Diversity and Inclusion Policy

Appendix 1 – Types of Unlawful Discrimination

- Direct discrimination occurs when someone is treated less favourably than another person because of a protected characteristic (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation).
- Discrimination by association is direct discrimination against someone because they associate with another person who possesses a protected characteristic.
- Perception discrimination 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.
- Indirect Discrimination occurs when a condition, provision, policy or practice applies to everyone but particularly disadvantages people who share a protected characteristic and it cannot be shown to be a proportionate means of achieving a legitimate aim.
- Discrimination arising from disability occurs when you treat a disabled person unfavourably because of something connected with their disability and cannot justify such treatment.
- Discrimination arising from disability is different from direct and indirect discrimination.
- Harassment occurs when a person is subject to “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”.
- Third-party harassment occurs where, during the course of their duties, an employee is harassed by an individual or individuals who are not under the direct control of Kisimul and the harassment relates to a protected characteristic.
- Victimisation occurs when an individual is subject to a detriment because they have made an allegation of, or given evidence about, the treatment of any individual (including themselves) who has been subject to any of the above.
- Any individual making allegations of a false, malicious or vexatious nature would not be protected against victimisation and will be subject to disciplinary action.

The Change Log is a register of all authorised changes made to this document.

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