



# Kingsway Community Primary School

## Equality, Diversity and Inclusion Policy

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**Kingsway Community Primary School is committed to valuing equality, celebrating diversity, and actively supporting practices that promote genuine equality of opportunity for all staff and young people.**

## 1. Introduction

Kingsway Community Primary School is committed to promoting a positive and inclusive culture in which all staff and young people are valued, included, and supported to fulfil their potential irrespective of their age, disability, race, religion, belief, sex, sexual orientation, gender identity, pregnancy, or marriage / civil partnership.

We recognise our obligations under the Equality Act 2010 and are committed to promoting equality and diversity with all those we work with, especially our employees, pupils, young people, and visitors. We oppose all forms of unlawful and unfair discrimination, bullying, harassment and victimisation and will make every effort to comply with the requirements of the Act and its subsequent provisions.

The following groups have been identified as key recipients in terms of the provision of this statement:

- Looked After or on the edge of Care
- Special Educational Needs / Learning Difficulties and Disabilities
- Excluded or at risk of exclusion from school
- From a minority ethnic group, including Gypsy, Roma, and Traveller
- Have English as an additional language
- Are missing in education
- Have ill health, including hospitalisation, affecting attendance at school
- Are Not in Education, Employment or Training (NEET)
- Drug or alcohol abuse
- School age / teenage parents
- Young carers
- Offending or at risk of offending
- Mental health issues
- In receipt of free school meals
- Live in areas of deprivation
- Gifted and talented

This policy and all associated procedures apply to all staff (including volunteers and students on placement), young people and visitors and should be read in conjunction with the following policies:

- Anti-Bullying Policy
- Complaints Policy
- E-Safety Policy
- Health and Safety Policy
- Behaviour Policy
- Off-Site Visits Policy

- Safeguarding and Child Protection Policy
- Whistle Blowing Policy
- Staff Code of Conduct

Failure to comply with these policies and procedures may result in disciplinary action.

Discriminatory treatment, bullying, harassment or victimisation of staff or young people by visitors will also not be tolerated.

## 2. Compliance

Compliance with the Equality Act 2010 is the responsibility of all members of staff. Kingsway Community Primary School does not condone any act of discrimination, discrimination, bullying, harassment, or victimisation. Any breach of this policy may lead to disciplinary action.

## 3. Definitions

The Equality Act covers nine protected characteristics upon which discrimination is unlawful:

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

For further information on **types of unlawful discrimination** see Appendix 1.

## 4. Public Sector Equality Duty

Schools have additional responsibilities through the Public Sector Equality Duty. When public authorities carry out their functions, they must have **due regard** to:

- eliminate **unlawful discrimination, harassment, and victimisation**
- **advance equality of opportunity** between people who share a protected characteristic and those who don't
- foster or **encourage good relations** between people who share a protected characteristic and those who don't

## 5. Roles and responsibilities

The designated senior member of staff with overall responsibility for all equality, diversity and inclusion matters at Kingsway Community Primary School is the Headteacher. For further information on the **roles and responsibilities** of the Designated Person see Appendix 2.

It is the responsibility of all staff to:

- Treat colleagues, young people and visitors with dignity and respect; and avoid behaving in any manner that may give rise to claims of discrimination, bullying, harassment or victimisation.
- Support and participate in any measures introduced to promote equality and diversity.
- Actively challenge discrimination and disadvantage in accordance with their responsibilities.
- Report any issues associated with equality and diversity in accordance with this policy.

It is important to recognise that an employee is **personally responsible** for their own acts of discrimination, bullying, harassment or victimisation carried out during their employment, whether or not the employer is also liable.

Any attempt to instruct, cause or induce another person to discriminate, bully, harass or victimise a third person will also amount to unlawful discrimination and any employee doing so will be subject to disciplinary action.

## **6. Duty to make reasonable adjustments**

We will actively seek to make reasonable adjustments to ensure that people with a disability have equal access to opportunities and resources.

We will take positive and proactive steps to remove, reduce or prevent the obstacles faced by an individual with a disability, as far as is reasonable.

## **7. Admissions policy**

Our admissions criteria are defined under the admissions policy and are applied consistently to every young person, irrespective of any protected characteristic.

## **8. Curriculum delivery**

The curriculum is crucial to tackling inequalities for pupils 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.

Positive and proactive steps will be taken to prevent discrimination against, or bullying, harassment or victimisation of, any young person in the provision of education. We will ensure fair access to benefits, facilities or services including educational trips, work experience and leisure activities.

## **9. Exclusion policy**

The decision to exclude a child for a fixed period or permanently is a **last resort**. Our exclusion criteria are defined under the exclusion policy and are applied consistently to every young person, irrespective of any protected characteristic.

## **10. Recruitment and selection**

All employees, 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, training, pay and benefits, discipline, and selection for redundancy. Selections, where appropriate, will be made on the basis of aptitude, ability and/or merit.

Where appropriate, Kingsway Community Primary School will endeavour to make all reasonable and effective adjustments during the recruitment and selection process.

Where recruitment and selection is carried out by a third party, on behalf of Kingsway Community Primary School, we will take all reasonable steps to ensure they adhere to the principles of this policy.

### **11. Reporting and recording incidents of discrimination and harassment**

All incidents of discriminatory treatment, bullying, harassment and victimisation must be reported to senior staff and recorded as soon as is reasonably possible (and in any event within 24 hours of the incident).

All bullying-related incidents (confirmed or otherwise) will be addressed in accordance with our Anti-Bullying Policy.

### **12. Complaints and grievances**

If an individual believes that they have been discriminated against, bullied, harassed, or victimised, they may follow our Complaints procedure.

### **13. Implementation, monitoring, evaluation, and review**

The designated senior member of staff with overall responsibility for the implementation, monitoring and evaluation of the 'Equality, Diversity and Inclusion Policy' is the Headteacher.

The designated member of staff is also responsible for ensuring that all young people, staff, parents/carers and placing local authorities are aware of, and comply with, our policy. Additional support would also be provided to any parent or significant person, 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 [Kingsway Community Primary School \(kingswayprimaryschool.org\)](http://Kingsway Community Primary School (kingswayprimaryschool.org))

This policy document will be reviewed and publicised in writing, at least annually and, if necessary, more frequently in response to any significant incidents or new developments in national, local, and organisational policy, guidance, and practice.

## APPENDIX 1

### Further information about equality, diversity, and inclusion

#### 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. Arguing that it's more expensive not to discriminate is unlikely to be considered a valid justification.

#### **Discrimination arising from disability**

The Equality Act also protects an employee from what the law terms 'discrimination arising from disability' – this is where they are treated unfavourably, not because of the disability itself, but because of something linked with their disability.

**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”. It can include behaviour that individuals find offensive even if it's not directed at them, offence was not intended and even if they do not have the relevant protected characteristics themselves.

**Bullying** is very similar to harassment, but it is not related to a protected characteristic. Bullying doesn't have a legal definition in the Equality Act but will normally be handled in exactly the same way under an organisation's duty of care.

**Victimisation** occurs when an individual is subject to a detriment because they have - or are suspected of having - made an allegation, given evidence about or supported any individual (including themselves) who has been subject to any of the above.

A child should not be treated less favourably because of the actions of a family member.

If an individual gives false evidence or makes an allegation in bad faith, then they are not protected from victimisation under the Act.

## **APPENDIX 2**

### **Roles and responsibilities**

The designated senior member of staff with overall responsibility for all equality, diversity and inclusion matters at Kingsway Community Primary School is the Headteacher.

The role of the Designated Person is to:

- Create an environment in which all members of the community are expected to treat one another with mutual respect, dignity, and tolerance.
- Ensure that Kingsway Community Primary School complies with equality legislation.
- Ensure all policies, practices and procedures associated with equality, diversity, and inclusion, including admissions, curriculum, recruitment, and selection are implemented.
- To make effective and reasonable adjustments where appropriate to meet the individual needs of staff, young people and others who may have business with Kingsway Community Primary School.
- Ensure that all staff are aware of and follow Kingsway Community Primary School's policy; and receive appropriate equality and diversity training, in accordance with their roles and responsibilities.
- Take 'all reasonable steps' to prevent discrimination, bullying, harassment and victimisation from taking place.
- Take responsibility for recording, managing, and analysing incidents of discrimination, bullying, harassment and victimisation in accordance with Kingsway Community Primary School's policies, procedures, and guidance.

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