

# **BRYNTEG COMPREHENSIVE SCHOOL**

## **EQUAL OPPORTUNITIES POLICY (updated June 2016)**

### **Status**

This policy was adopted by the governing body after due consultation with the staff. It is the intention of the governing body that it should be reviewed annually. It accords with national legislation and the equal opportunity policies of the LEA,

It is a general statement of the commitment to Equal Opportunities. More specific detail can be found in the separate policies on

- Strategic Equality Plan
- Disability Equality Scheme
- Inclusion Policy
- Racial Equality Policy
- Special Educational Needs Policy
- Recruitment policy
- Learning and Teaching Policy
- Sex and relationships policy
- Harassment and bullying (staff) policy
- Anti bullying policy
- Pupil behaviour policy

In addition references can be made to the policies on Pay, Performance Management and Recruitment

### **Aims**

This school recognises that direct and indirect discrimination might take place and therefore sees the need for a positive and effective equal opportunities policy.

- we will promote the concept of equality of opportunity throughout the organisation, both for those adults within the community of the school and for all students;
- we seek to develop an understanding of, and promotion of, human equality and equal opportunities;
- we will promote good relations between members of different racial, cultural and religious groups and communities; and
- we will enable students to take responsibility for their behaviour and relationships with others.

### **The Legal Background**

The main statutory provisions covering discrimination are the following:

- Equal Pay Act 1970

- Sex Discrimination Acts 1975 and 1986
- Race Relations Act 1976
- Rehabilitation of Offenders Act 1974
- Disability Discrimination Act 1995
- Race Relations (Amendment) Act 2000
- Special Educational Needs and Disability Act 2001
- Race Relations Act 1976 , Regulations 2002

Also relevant are:

- Employment Rights Act 1996
- Equal Pay (Amendment) Regulations 1983
- Human Rights Act 1998
- Employment Relations Act 1999.
- Part-time Workers (Prevention of Less Favourable Treatment) 2000
- The Statutory Code of Practice on the Duty to Promote Race Equality

The School's values, aims and objectives all accord with the equal treatment of people promoted by these laws and regulations, and the rights enshrined in the Human Rights Act 1998.

## **Responsibilities**

The governing body will monitor and review the working of the policy and procedures by allocation of duties to committees of the governing body

The Head has responsibility for the equal opportunities policy, and for delegating responsibilities and tasks to other staff, and for ensuring that the policy is known and understood by staff, students and parents. The Head must also present general reports, statistics and incident reports to the governing body and its committees as agreed.

The Leadership Team is responsible for ensuring equal opportunities in the curriculum. All staff are responsible for following the policy and reporting incidents of unequal treatment to the appropriate senior member of staff.

## **Employment of Staff**

### **Appointments – follows Safer Recruitment guidelines issued by Bridgend CBC**

- Advertisements and job specifications will all carry a statement that this School is an Equal Opportunities employer, and welcomes applications from all posts from appropriately qualified persons regardless of sex, race, religion, disability or age
- Application forms for jobs will include a question about equal opportunities

- People with disabilities will be offered facilities at interviews to enable them to demonstrate their suitability for employment
- Candidates for vacant posts will be assessed against relevant criteria only, i.e. skills, qualifications and experience in selection for recruitment
- The school will record and keep information about the sex, ethnic background, disability and age of candidates for appointments, and actual appointments
- inform the governing body's Personnel Committee on an annual basis, or whenever the governors request the figures.
- There is a separate Recruitment policy with more detail on this area.

### **Staff Development**

- All employees have equal chances of training, career development and promotion
- All recruits to the organisation will be offered induction training which will include a reference to the organisation's equal opportunities policy
- Staff development opportunities will be monitored and figures presented to the governors annually, or more often if requested by the governing body.
- All staff, and in particular those concerned with selection and promotion, are given equality awareness training
- People becoming disabled while in employment will be given positive help to retain their jobs or to be considered for redeployment if that is necessary.
- Apart from the CPD sources financed by the Welsh Government e.g. SEG, WEG etc the school puts aside a sum of money for non teaching staff to pursue any appropriate CPD not covered by SEG or WEG.
- Staff who wish to pursue Further or additional Higher Education courses can apply for support from the governing body

### **Staff Maternity and Pregnancy**

Brynteg School follows the BCBC policy in this respect including the provision of KIT days

### **Pupils**

- Pupils have equal access to the National Curriculum programmes of study (unless disappplied) throughout each Key Stage, and non-compulsory courses, according to aptitude and ability

- The school is committed to full educational inclusion (see ALN/SEN policy)
- The Leadership Team will record figures on take-up of courses, which will be presented to the Head annually, or more often if requested. The Head will keep the governors informed
- Annual analysis of attainment, behaviour and other student data will be undertaken by gender, ethnic background and ability
- School and faculty development plans will act to improve the learning of students according to this analysis
- School rules and the Code of Conduct for students clearly and explicitly forbid the verbalisation or vocalisation of discrimination on the grounds of race, culture, religious, gender, sexual orientation, gender reassignment and disability
- Positive attitudes and awareness development for equality of opportunity is specifically taught through the PSE and tutor programme
- All subjects will have equality of opportunity at their core and make explicit references within schemes of work.

### **Racist or Homophobic Bullying**

- All staff have a legal duty not to bully or otherwise harass other staff
- Where staff come across incidents involving racist or homophobic bullying they must report these to the appropriate senior member of staff and complete the Race Incident proforma produced by BCBC. A separate race policy will give further details on this respect
- The Governing Body monitors at least once per term any incidents and actions taken, of racist or homophobic bullying
- All incidents of racist or homophobic bullying amongst pupils will be taken seriously, and must be dealt with appropriately and reported to the appropriate senior member of staff – currently RC Hopkins Deputy Headteacher. All staff will follow the BCBC guidelines published in 2012 (see separate policy on racial equality) and complete the relevant BCBC forms sending to the Deputy HT.
- There is a separate Racial equality Policy and a BCBC log referral for all racial incidents on G Drive

### **Administration**

- Venues for meetings including parents` evenings will take account of the needs of all participants. Most parents` evenings now take place

on the Lower School site in an attempt to reduce any access issues for disabled parents/carers

- Venues for teaching and learning will take into account the particular needs of the learners, teachers and classroom assistants.

### **Documents**

- Language used in documents will reflect and promote equal opportunities and font style and size will take account of the full range of readers
- Access to documentation will include alternative formats such as tape, disk, large print and languages other than English, if spoken or read at home

### **Reports to the Police**

- Incidents that involve racist elements which need to be reported to the police will be reported via the schools Police Liaison Officer.

### **Monitoring and Review**

- This overarching policy will be reviewed annually and improved and developed as appropriate within the governors` policy review schedule.