



**theHammond**

## **EQUAL OPPORTUNITIES POLICY**

**2023-24**

THE HAMMOND SCHOOL LTD., MANNINGS LANE, CHESTER, CH2 4ES

Telephone: 01244 305350 | Web: [www.thehammondschool.co.uk](http://www.thehammondschool.co.uk) | Email: [contact@thehammondschool.co.uk](mailto:contact@thehammondschool.co.uk)

The Hammond School Limited is registered in England and Wales Number 838325. Registered office is above. Charity Number 1022427 incorporating the Betty Hassall Foundation. The school is accredited by the I.S.A and C.D.E.T. and is a member of the B.S.A and I.S.I.

The Hammond fully adheres to the 2010 Equality Act, especially in relation to the support of Protected Characteristics. All schemes of work and activities ensure that the following protected characteristics are supported:

The protected characteristics as listed in section 4 of the Equality Act 2010 are as follows:

- a. Age
- b. Disability
- c. Gender reassignment
- d. Marriage and civil partnership
- e. Pregnancy and maternity
- f. Race
- g. Religion or belief
- h. Sex
- i. Sexual orientation.

Promoting equal opportunities is fundamental to the aims and ethos of The Hammond School. It is also part of our statutory obligations under the Equality Act 2010. This enriches our community and is vital in preparing our pupils for the modern world. We concentrate on educating the individual, to provide a comfortable and welcoming atmosphere where each individual feels valued and can flourish. The Hammond School is committed to equal treatment for all, regardless of an individual's race, sex, disability, religion or belief, sexual orientation, gender reassignment, pregnancy or maternity. We believe that the educational experience can only be enriched if young people are exposed to as wide a range of cultural experiences as possible whilst they are developing. We welcome applications for vacancies and for pupil admissions from candidates with as diverse a range of backgrounds as possible. We also welcome applications from adults and children with special needs and disabilities. Bursaries are offered in order to make it possible for as many as possible who meet the school's admission criteria to attend the school. Details of our bursary process can be obtained from the Director of Resources.

The aims of the policy are for The Hammond to:

- Carry out its legal duty in complying with the relevant legislation (including Equality Act 2010)
- Reinforce the school's position as a provider of high-quality vocational and academic education, and as a good employer providing development opportunities
- Ensure that equality remains high on the school's strategic agenda
- Establish good people management practice and to set out a proactive agenda in which discrimination is recognised as an organisational issue which needs an organisational response.
- Achieve a staffing composition that reflects the composition of the wider community
- Ensure all staff work together with a shared sense of purpose to meet the needs of every pupil
- Ensure that pupils and staff contribute towards a happy and caring environment by showing respect for, and appreciation of, one another as individuals
- Ensure that complaints or evidence of failure to comply with the school's equal opportunities policy will be dealt with promptly and fully investigated according to the relevant procedure (e.g. complaints relating to staff may be investigated either under the Disciplinary, Grievance or Anti-Harassment Procedure as appropriate).
- All forms of discrimination by any person within the school's responsibility will be treated seriously as such behaviour is unacceptable

The Hammond will do all that it can to encourage equal opportunities in all aspects of school life.

The Hammond will do all that it can to enable our pupils to be exposed to a wide range of cultural experiences.

In reading this policy you should also consider and consult the following policies and documents:

- Complaints Policy
- Employee Handbook
- Whistleblowing Policy

## REVIEW DATES AND APPROVAL

To ensure the effectiveness of the policy, it will be closely monitored and will be formally reviewed and revised in light of any legislative or organisational changes.

This policy is reviewed by the Board of Directors.

The Hammond School is committed to a policy of equality and aims to ensure that no employee, job applicant, pupil or other member of the school community is treated less favourably on grounds of sex, race, colour, ethnic or national origin, marital status, age, sexual orientation, disability or religious belief. Any behaviour, comments or attitudes that undermine or threaten an individual's self-esteem on these grounds will not be tolerated. We aim to provide equal access to high quality educational opportunities and to ensure that everyone feels that they are a valued member of the school community.

We seek to provide a safe and happy environment where all can flourish and where cultural diversity is celebrated. We aim to empower our pupils to make informed choices so that they are better prepared for the opportunities, responsibilities and experiences of life within their community. Equality of opportunity cannot be realised without the involvement and commitment of all members of the school community and a common understanding of the pivotal role of Equal Opportunities in the context of the school's ethos and values. In particular, the recognition that the role of all staff is crucial in the delivery of the objectives of the Policy.

All members of the school community are responsible for promoting the school's Equal Opportunities Policy and are obliged to respect and act in accordance with the Policy.

### Code of Conduct

The Leadership Team plays an active role in monitoring the implementation of the school's policy on equal opportunities. Individual members of the school community are also expected to abide by the rules and requirements as set out in the policy as follows:

- Promote tolerance of each other and respect for each other's position within the school community.
- Promote positive images and role models to avoid prejudice and raise awareness of related issues.

- Foster an open-minded approach and encourage pupils to recognise the contributions made by different cultures. Bias should be recognised.
- Understand why and how we will deal with offensive language and behaviour.
- Understand why we will deal with any incidents promptly and in a sensitive manner.
- Harassment and victimisation in all its forms is unlawful and unacceptable; our behaviour and anti-bullying policies contain clear procedures for dealing with unlawful discrimination. The same principles are applied to internal staff issues.

A successful equal opportunities policy requires strong and positive support from parent and guardians and staff, and full acceptance of the school's ethos of tolerance and respect. We hope that all parents will feel able to participate in the ethnic monitoring scheme.

### Policy and Planning

Equal opportunities implications, including race equality, will be considered and recorded whenever school policies are developed or reviewed. All policies will be regularly reviewed to provide a comprehensive and consistent process of monitoring and evaluation.

### Training and Development

The success of the Equal Opportunities Policy is closely linked to the provision of relevant training. The school will endeavour to:

- Enhance and develop the skills knowledge and abilities of existing employees to realise their full potential irrespective of background or employment status
- Provide equal access to training and development opportunities for all staff, including part time, on the basis of their assessed training needs
- Promote greater awareness of equal opportunities and the contribution which staff, Directors, parents/guardians and pupils can make

- Equip employees with the skills to provide personal and organisational solutions to discriminatory practices and behaviour and to promote anti-discriminatory behaviour.

Professional development involves a continuous process of learning involving self-development, encouragement and motivation. The school places great importance on the relationship between team leaders and their teams and will ensure that employees are encouraged and supported to take responsibility for their own learning and development in the context of the school's performance management system.

### Pupils/ Students and the Curriculum

The school follows pupil admission policies that do not permit sex, race, colour or disability to be used as criteria for admission. The school's aim is to provide for all pupils according to their needs, irrespective of gender, disability or ethnic origin. The Education Reform Act 1988 stated that *'the school curriculum should reflect the culturally diverse society to which pupils belong and of which they will become adult members.'* Pupils should have access to a broad balanced curriculum, which avoids stereotypes and provides good role models for all pupils. Equality of opportunity should inform the whole of the curriculum and be reviewed regularly. Equal opportunities issues will be taken account of in planning the curriculum. This should be reflected in curriculum planning documentation.

Pupils and students are encouraged to become members of the The Hammond Parliament which, amongst other things, focuses on increasing diversity and inclusion and runs sub committees to support protected characteristics. This pupil-led organisation is supported by the Transition and Pupil Leadership Co-ordinator.

### Monitoring, Review and Evaluation

Directors have a duty to ensure that policies are regularly monitored and reviewed. Monitoring is an essential aspect of this policy, as it should provide important information by which the school can measure its performance against its aims and objectives. Statistical information can also enable the Directors and Principal to detect where imbalances exist and to take steps to correct them.

Monitoring with respect to employment will be undertaken in the following areas on at least an annual basis by sex, race, disability, grade and subject area:

- Composition of the school staff
- Recruitment trends
- Take up of training opportunities
- Promotion patterns
- Use of complaints procedure
- Use of grievance, disciplinary, harassment etc.
- Use of sanctions
- Take-up of family friendly policies e.g. flexible working arrangements
- Exit interviews can also provide further helpful information and feedback.
- Directors should ensure that the Equal Opportunities Policy is reviewed on an annual basis.

#### Requests for Variation in the School Uniform

The Hammond School has no religious affiliation and we do not select for entry on the basis of religious belief; we welcome pupils of all faiths. The Principal will consider written requests from parents for variations in the uniform on religious grounds that are consistent with the school's ethos and its policy on health and safety. The Principal may take expert advice and will normally arrange to meet with the parents to discuss the implications of such a request.

#### Complaints

We hope that you do not have any complaints about the operation of our equal opportunities policy; but copies of the school's complaints procedure can be sent to you on request. For staff, additional information can be found in the employee handbook.

Policy Details

This Page Should Not Be Published

Document Owner:	J ROSCOE
Document Input:	SLT
Document Sources:	DFE
First Created Date:	JULY 2022
Last Update Date:	AUGUST 2023
File Location of Original Policy:	SHAREPOINT

Approver	HR COMMITTEE
Role	BOARD OF DIRECTORS
Last Approval Date	AUGUST 2023
Next Review Date	AUGUST 2024