



Human Resources

Equal Opportunities & Diversity

Staff

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Date	Version No	Brief detail of change
May 2016	1.1	Reviewed and reformatted policy to cover staff in more detail and our commitment to driving diversity.

Equal Opportunities & Diversity Policy

The Trust is committed to ensuring equal opportunities, fairness of treatment, dignity, diversity and the elimination of all forms of discrimination in the workplace for all staff and job applicants. The Trust aims to create a working environment in which all individuals are able to make best use of their skills, free from discrimination or harassment, and in which all decisions are based on merit. The Trust has therefore adopted this policy as a means of helping to achieve these aims.

1. Equality:

- 1.1. The Trust will aim to provide a working environment in which people feel comfortable and confident that they will be treated with respect and dignity.
- 1.2. It is the Trust's policy to treat all workers and job applicants equally and fairly irrespective of their sex, marital status, civil partnership status, trans-gender status, sexual orientation, race, colour, nationality, ethnic origin, national origin, culture, religion, age, or disability ("protected characteristics" as defined in the Equality Act 2010).
- 1.3. Discrimination by or against an employee is generally prohibited unless there is a specific legal exemption. Discrimination may be direct or indirect and it may occur intentionally or unintentionally.
- 1.4. Direct discrimination occurs where someone is treated less favourably because of one or more of the protected characteristics. Direct discrimination may occur even when unintentional. It may also, in some cases, occur by association - i.e., where a person is put at a disadvantage due to a characteristic of another person.
- 1.5. Indirect discrimination occurs where someone is disadvantaged by an unjustified provision, criterion or practice that also puts other people with the same protected characteristic at a particular disadvantage.
- 1.6. Harassment related to any of the protected characteristics is prohibited.
- 1.7. Victimisation is also prohibited. This is less favourable treatment of someone who has complained or given information about discrimination or harassment, or supported someone else's complaint.
- 1.8. The principles of non-discrimination and equality of opportunity also apply to the way in which staff treat visitors, students, parents and former staff members.
- 1.9. All staff have a duty to act in accordance with this policy, to treat colleagues with dignity at all times and not to discriminate against or harass other members of staff, regardless of their status.
- 1.10. The Trust is also committed to ensuring that no policy, procedure, provision, rule, requirement, condition or criterion will be imposed on any worker or job applicant without

justification if it would be likely to put that person at a disadvantage on any of the above grounds.

- 1.11. This equal opportunities policy applies to all stages of the recruitment and selection process, as well as throughout an individual's employment.
- 1.12. All staff who have responsibility for recruitment, selection and promotion, or who supervise other staff, will receive equal opportunities training. Other staff will have the opportunity to attend awareness training in equality and the avoidance of discrimination.
- 1.13. Overall responsibility for this policy and equal opportunities training lies with the HR Director. However, the SLT of each academy is responsible for ensuring its application at each of the Trust's locations.
- 1.14. The organisation will continue to review the effectiveness of this policy to ensure that it is achieving its objectives and, as part of this process, will monitor the composition of job applicants and the benefits and career progression of staff.
- 1.15. Staff are invited to comment on this policy and to suggest ways in which it might be improved by contacting the HR Director.

2. Driving Diversity

- 2.1. By accessing, recruiting and developing talent from the widest possible talent pool, we believe that we can build a stronger workforce that demonstrates to our students the importance of equality and diversity.
- 2.2. We will constantly strive to create a productive environment, representative of and responsive to different cultures and groups, where everyone has an equal chance to succeed.
- 2.3. Our aim is that the diversity of the communities we serve is reflected at all levels within our workforce.
- 2.4. To drive diversity, the Trust will:
 - 2.4.1. challenge gender stereotypes wherever they occur;
 - 2.4.2. support employees in balancing their life at work and at home;
 - 2.4.3. support employees who become pregnant and take active steps to facilitate their return to work after maternity leave;
 - 2.4.4. take positive steps to support trans-gender individuals and to ensure that they are treated with dignity and respect throughout their employment;
 - 2.4.5. challenge racial stereotypes where they occur;
 - 2.4.6. understand, respect and value different racial and cultural backgrounds and perspectives;
 - 2.4.7. focus on what people can do, rather than on what they cannot because of their disability;

- 2.4.8. challenge stereotypes about people with disabilities;
- 2.4.9. make appropriate adjustments in the workplace to help people with disabilities achieve their full career potential;
- 2.4.10. challenge age stereotyping and recognise the benefits of a mixed-age workforce;
- 2.4.11. treat people fairly in the workplace, irrespective of their religious beliefs and practices or political opinions, by recognising individuals' freedom of belief and right to protection from intolerance and persecution;
- 2.4.12. treat people fairly in the workplace, irrespective of their sexuality, and challenge negative stereotypical views.