



## **EQUALITY POLICY**

(The Equality Act 2010)

### **1. INTRODUCTION**

It is recognised that by using the skills of the whole workforce, developing the skills of all staff, full-time and part-time, and recruiting from all parts of the community, the School will be able to meet their strategic objectives.

### **2. POLICY STATEMENT**

- The Schools aim to employ a workforce, which reflects the diverse community at large, because it values the individual contributions of all people.
- The School will treat all employees with respect and dignity and provide a working environment free from unlawful and inappropriate discrimination, harassment or victimisation.
- All employees have the right to be free from harassment and bullying of any description, or any other form of unwanted behaviour, whether based on gender, trans-gender status, marital status, civil partnership status, pregnancy, race, disability, age, sexuality, political or religious belief.
- The School operates fair and objective employment practices and aims to ensure that all employees and potential employees are treated fairly and with respect at all stages of their employment.
- All employees have an equal chance to contribute and to achieve their potential.
- No employee or job applicant should be disadvantaged or treated less favourably because of conditions or requirements which cannot be justified. For example, the School will seek to make reasonable adjustments to its arrangements and premises with a view to avoiding any disadvantages for people with disabilities. Action will be taken to ensure that individuals are treated equally and fairly and that decisions on recruitment, selection, pay, training, development and promotion and on termination of employment are based solely on objective and job related criteria.
- This policy covers all aspects of employment, from vacancy advertising, selection, recruitment and training to conditions of service.

### **3. RESPONSIBILITIES**

- The Governors have overall responsibility for the operation of this policy.
- The Head is responsible for the effective operation of the Schools Equality Policy, to ensure that fair and adequate arrangements exist for both effectively handling and recording all aspects of the employment relationship, including recruitment and selection.

- The Head will give active support to the policy, ensuring that employees understand and know how to implement the policy. They should encourage employees to inform them of any instances of discrimination, harassment or victimisation and ensure that all allegations are investigated.
- All people who work in or on behalf of the School have personal responsibility for the practical implementation of the policy, which extends to the treatment of each individual.
- Disciplinary action may be taken against any employee who does not comply with their responsibilities under this policy.

#### 4. VACANCY ADVERTISING

- Wherever possible, all vacancies will be advertised simultaneously internally and externally.
- Wherever possible, vacancies will be notified to relevant recruitment websites as well as to appropriate press/media and community organisations.

#### 5. SELECTION AND RECRUITMENT

- Selection criteria (job descriptions and person specifications) will be kept under constant review to ensure that they are justifiable on non-discriminatory grounds as being essential to the effective performance of the job.
- The School will monitor all staff appointments in terms of Equality.
- The Policy will be made available to all employees including new employees.

#### 6. TRAINING

- The responsibilities in relation to equality issues will be positively incorporated into training at all levels.

#### 7. REVIEW

This policy will be reviewed annually.

Please also refer to the Schools Policies located on the Schools Shared Drive, and in particular, the Equal Opportunities Policy and the Anti-Bullying Policy and Procedures.

Access to the website can be obtained at [www.academy.thomas-s.co.uk](http://www.academy.thomas-s.co.uk)

| <b>This policy will be reviewed annually.</b> |     |  |
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| Created: September 2015                       | By: | Miles Chester  |
| Last Reviewed: January 2018                   | By  | Miles Chester & The Personnel, Policies & Safeguarding Committee |
| Next Review: January 2019                     | By: | Miles Chester & The Personnel, Policies & Safeguarding Committee |