

Chulmleigh Academy Trust Equal Opportunities Policy

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Compassion **Ambition** **Teamwork**

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1 INTRODUCTION AND PURPOSE

- 1.1 It is essential to understand that it is everyone's duty (staff, trustees, volunteers and pupils) to follow this policy.
- 1.2 This policy sets out the Trust's approach to equal opportunities and the avoidance of discrimination and applies to all aspects of the work of the Trust. This will include:
 - 1.2.1 All aspects of teaching and learning. This will include admissions, school discipline, exclusions and reward systems.
 - 1.2.2 All decisions made pursuant to any employment policies and practices.
 - 1.2.3 Any other function, for example, decisions made as part of the complaints policy or any other policy.
- 1.3 This policy does not form part of any employee's contract of employment and the Trust may amend it at any time.

2 EQUAL OPPORTUNITIES STATEMENT

- 2.1 Chulmleigh Academy Trust (the 'Trust') is committed to equality for all in the appointment, development, training and promotion of staff, and in all dealings with pupils and parents of the school. The Trust recognises its responsibilities in the employment of staff in the school and in its teaching and learning approaches.
- 2.2 In accordance with those responsibilities, it wishes to ensure the fair and equal treatment of all its staff, trustees, pupils, volunteers and all those who are applicants to work in the school and those individuals who undertake work on the Trust premises regardless of age, race, colour, ethnic or national origin, nationality, sex or sexual orientation, gender reassignment, religion or belief, pregnancy or maternity, marital or civil partner status or disability (**Protected Characteristics**).

3 DISCRIMINATION

- 3.1 Staff must not unlawfully discriminate against or harass other people including current and former employees, job applicants, pupils, parents and visitors. All forms of discrimination (including direct and indirect discrimination, harassment or victimisation) are prohibited under this policy and are unlawful.
- 3.2 The Trust recognises that the avoidance of discrimination is not sufficient to ensure that equality exists in the school. It will therefore give full consideration to measures of positive action which may assist in achieving the aims of this policy. This is action designed to encourage or facilitate the employment or training of minority or disadvantaged groups.
- 3.3 The Trust will not discriminate in favour of individuals from specific groups (positive discrimination), but it will take positive action which enables members of those groups to compete on an equal basis.

4 RECRUITMENT AND SELECTION

- 4.1.1 Recruitment, promotion, and other selection exercises such as redundancy selection will be conducted on the basis of merit, against objective criteria that avoid discrimination. Shortlisting should be done by more than one person and with Human Resources advice, where possible.
- 4.1.2 Vacancies will be advertised openly and will normally be available for members of staff in the Trust to apply. The Trust will avoid using wording in advertisements which may discourage or exclude applicants either individually or of a particular group. Job applicants should not be asked questions which might suggest an intention to discriminate on grounds of a Protected Characteristic.
- 4.1.3 The Trust is required by law to ensure that all employees are entitled to work in the UK. Assumptions about immigration status should not be made based on appearance or apparent nationality. All

prospective employees, regardless of nationality, must be able to produce original documents (such as a passport) before employment starts, to satisfy current immigration legislation.

5 DISABILITY

- 5.1 If an employee is or becomes disabled, they are encouraged to tell their line manager about their condition so that the Trust can support them as appropriate.
- 5.2 If an employee experiences difficulties at work because of their disability, they may wish to contact their line manager to discuss any reasonable adjustments that would help overcome or minimise the difficulty. Their line manager may wish to consult with them and their medical adviser about possible adjustments. The Trust will consider the matter carefully and try to accommodate the employee's needs within reason. If the Trust considers a particular adjustment would not be reasonable it will explain its reasons and try to find an alternative solution where possible.
- 5.3 The Trust will monitor the physical features of its premises to consider whether they might place anyone with a disability at a substantial disadvantage. Where necessary, the Trust will take reasonable steps to improve access.

6 PART-TIME AND FIXED-TERM WORKING

- 6.1 Part-time and fixed-term staff should be treated the same as comparable full-time or permanent staff and enjoy no less favourable terms and conditions (on a pro-rata basis where appropriate and having regard to national and local conditions of service), unless different treatment is justified.

7 BREACHES OF THIS POLICY

- 7.1 All staff have personal responsibility for the practical application of this policy. Breaches of this policy are taken very seriously and will be dealt with under the Trust's conduct procedure. Serious cases of deliberate discrimination may amount to gross misconduct resulting in dismissal.
- 7.2 The Trust's grievance procedure is available to any member of staff who considers that they have suffered discrimination.

8 MONITORING

- 8.1 The Trust will regularly review implementation, the need for monitoring and provide updates on this policy as necessary.

END OF POLICY