



# The Belsteads School Equal Opportunities and Diversity Policy

<b>Version</b>	1
<b>Name of Responsible Person</b>	Peter Adams – Chair of Governors Signed:
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## **INTRODUCTION**

This policy describes the way in which The Belsteads School will meet the requirements of the Equality Act 2010. The Act replaced all previous equality legislation such as the Race Relations Act, the Disability Discrimination Act and the Sex Discrimination Act. The policy will be applied to all staff and learners, as well as any volunteers working in the school.

## **ACCESS**

Employees, learners and volunteers are made aware of the existence of this policy and where it can be accessed.

This policy is reviewed annually.

## **POLICY STATEMENT**

The Belsteads School will adhere to the requirements of the Equality Act 2010 by not discriminating against learners, staff, volunteers or anyone involved in external agencies the organization may be working with on the grounds of:

- Sex
- Race
- Disability
- Religion or belief
- Sexual Orientation

In addition, there will be no discrimination against:

- Pregnant females or new mothers
- Staff, learners or volunteers undergoing gender re-assignment
- Learners due to behaviour of their parents and/or siblings

When recruiting staff, health related questions will not be asked until after a job offer is made, and then, only if it is necessary for the role.

It is expected that every person in the organization will make a positive contribution to this policy, namely:

- All staff whether paid or voluntary
- All visitors to The Belsteads School
- All learners at The Belsteads School

In addition, The Belsteads School will:

- Ensure that the services it provides are accessible to all and endeavor to positively encourage and benefit people from disadvantaged groups
- Supply specialist aids and facilities to enable disabled people
- Monitor any issues that arise within the organisation and take appropriate action, fully supporting any person in the organization who is faced with prejudice or discrimination
- Undertake an annual evaluation process to ensure that the policy is clear, in keeping with current legislation and being adhered to
- Treat seriously any breaches of the policy, regarding them as misconduct which may lead to disciplinary proceedings

## **COMPLAINT PROCEDURE**

### Stage 1

Any person who experiences, witnesses or is reasonably led to believe that this Equal Opportunities Policy has not been respected, should immediately bring the situation to the attention of the Head Teacher. The person responsible for this breach will be reminded of the existence and purpose of this policy, and asked to adhere to the policy.

### Stage 2

If the person continues behaving in an unacceptable manner, the Head Teacher and/or Proprietor will decide the best course of action.

This may result in:

- A warning being issued
- A disciplinary.
- A referral to a higher level of authority

### Stage 3

The offending person is not satisfied with the decision taken in Stage 2, they have the right to appeal in writing to the Governing Body, who will review the case. The decision of the Governing Body is final.