



Hawthorn Primary School

Equality and Diversity Policy



**'Where Every
Child Matters'**

Hawthorn Primary School Equality and Diversity Policy

At Hawthorn Primary School we recognise our duty and responsibility to eliminate discrimination and promote equality for pupils, employees, other members of the school community and service users regardless of their race, gender, disability, gender identity, sexual orientation, pregnancy and maternity, religion or belief, marriage and civil partnership as defined within the Equality Act 2010.

The Plan will also help us to meet the general duty of the Equality Act (2010):-

- Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; this means removing or minimising disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic, (definition of protected characteristics in Diversity and Equality policy)
- taking steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it
- encouraging persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The purpose of the Strategic Equality Plan (SEP) is to fulfil that duty in respect of each of the protected characteristic groups in establishing justice and equality in all aspects of our policies, procedures and practices. From the Equality Act (2010) there are nine 'protected characteristics' these are:

- age
- disability
- gender reassignment
- marriage / civil partnership
- pregnancy / maternity
- race
- religion and belief
- sex
- sexual orientation

The principles of this Strategic Equality Plan apply to all members of the school community. The Governing Body has due regard to advancing equality and to this end accepts its specific duty, as stipulated within the specific regulations for Wales Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 WLGA June, 2011. Namely:

- To publish equality objectives
- To publish a Strategic Equality Plan
- Engagement and involvement provisions for protected characteristic groups
- To ensure published material is accessible

- To assess the impact of relevant policies and practices
- Training and the collection of employment information
- For promoting knowledge and understanding amongst employees of the Equality Act
- Addressing unfair pay differences
- Reviewing progress on the Strategic Equality Plan and associated Equality objectives
- Procurement practice provisions

Equality – Aims and Values

At Hawthorn Primary School we are committed to providing equality and excellence for all in order to promote the highest standards.

We aim to:

- Maintain and promote a working partnership between the school, parents, local ministry and community which fosters respect, honesty, truth, co-operation and tolerance.
- Help the children understand the world in which they live, have mutual respect for the values of others and work together as a team.
- To ensure that everyone, whatever their needs and capabilities, is included and catered for.
- To value each individual and recognise and respond to the needs of all children.

Our approach to promoting equality.

Equality is about fairness and equality of opportunity and advancing equality of opportunity involves treating people differently. People should not be treated the same. Some people may need extra help or adjustments to be part of the school community; this includes teachers, support, administration, cleaning or catering staff employed at the school as well as pupils/students, parents and school governors.

The school is committed to equality principles and will work robustly to ensure that all pupils and staff are encouraged to achieve their full potential; a culture of respect for others is engendered and differences between people are recognised and celebrated. The school will endeavour to create a community where pupils are well prepared for life in a diverse pluralist society.

The school aims to ensure that no pupils, staff, parents or carers or any other person through their contact with the school receives less favourable treatment on any grounds which cannot be shown to be justified. This covers race, colour, nationality, ethnic or national origin, religion or belief, sex, marital status, responsibility for other children or dependents, disability, sexual orientation, gender reassignment, age, trade union or political activities, social class, where the person lives or spent convictions.

Diversity

Diversity is about valuing people as individuals and learning from our differences. Our differences can be visible and non-visible. Promoting diversity we can meet difference needs creatively to ensure opportunities are available to all and potential is fulfilled. Promoting a diversity friendly school culture we are able to meet our school's aims and objectives more efficiently.

Culture is about the way we behave towards one another – school governors, all employees in the school, parents, pupils and the whole school community. It is about how we treat one another and respect our differences. Promoting diversity and a diversity friendly culture helps to create a more productive school community.

LGBT+ Pupils

Pupils identifying as LGBT+ is not in itself a safeguarding issue. However, safeguarding issues may arise within or outside the school.

Information from NSPCC (8/2/22)

<https://learning.nspcc.org.uk/safeguarding-child-protection/lgbtq-children-young-people>

If you are worried about a child or young person's safety and welfare you should share this information promptly, following your organisation's safeguarding and child protection procedures.

However, you should be mindful that LGBTQ+ children and young people might not want to come out to everyone in their life. Sharing a child or young person's gender identity or sexuality might put them at extra risk if the person you tell is not supportive.

You could also break a child or young person's trust if you share information about their gender identity or sexuality without their permission, or without letting them know first.

You should only share information about a child or young person's sexuality or gender identity if they give you permission, or if it's relevant to a child protection concern.

For example, you might have to tell someone about a young person's sexuality or gender identity if:

- they are experiencing homophobic, biphobic or transphobic bullying
- they are using adult dating apps
- there is a concern they might have been groomed or coerced into a sexual relationship
- there is a concern they might be experiencing sexual abuse or exploitation
- they are experiencing or are at risk of homelessness because their family are unsupportive of their gender identity or sexuality

Information from Stonewall (8/2/22)

<https://www.stonewall.org.uk/supporting-trans-child-or-young-person-school-or-college>

One of the steps a trans child or young person may take is to change their name and the pronouns. Some may wish to change their pronoun from 'he' to 'she' or vice versa, while others, for example a non-binary young person, may prefer a pronoun that doesn't relate to being male or female, such as 'they' or 'zir'.

A child or young person may want to be known by their new name and pronoun at school, college or in your setting. You should ensure that this is clearly communicated to, and used consistently by, others. It is important to note how a child or young person wants their name and pronoun shared, and with whom. For instance, they might want to tell their friends first, or prefer a teacher to tell the year group all together.

Schools, colleges and settings can update computer records to reflect a child or young person's preferred name. A trans child or young person does not need to go through a legal process to be known by their preferred name and/or pronoun. However, some children and young people may want to change their name on other documentation, such as their bus pass, passport or bank statements. Any person can evidence a change of name by deed poll, but parental consent is required for under 16s. Once changed, passports and bank statements can be amended, and exam certificates will reflect their new name.

If a child discloses that they are LGBT+, the child's views on who this information will be communicated with will be respected. However, if a child does not want this information to be shared, the member of staff will have an age appropriate, open and honest discussion about this with them. If the member of staff is unsure about actions to take, they can speak to the Head Teacher or Deputy about this, whilst maintaining anonymity and confidentiality.

The Headteacher or Deputy Headteacher may consult with external agencies for advice in these matters, whilst maintaining anonymity and confidentiality of the individuals involved.

Learners can access a range of information and advice through:

- The class teacher and support staff
- The senior leadership team
- Aneurin Bevan School Nursing Team
- Childline
- Meic
- School based counselling

LGBT+ Staff

Coming out as LGBT+ can be a difficult step for many people, but can also be rewarding. If a person comes out as LGBT+, this should be treated with the upmost confidentiality and not shared with anyone else, unless there are concerns about the person's welfare. In this instance, HR should be consultant to meet our duty of care to that individual.

If a member of staff requests to change their pronouns, this can be changed on SIMS at their request. The school will support any individual who wishes their acquired gender to be legally recognised. Sex can be changed on SIMS on receipt of a gender recognition certificate. This guidance may change with updated guidance from the local authority, and if this scenario arises, the individual will be supported from the school, HR and if required, Occupational Health.

The school will collaborate with the individual to ensure that should this information need to be communicated with the pupils, community, governors and any other stakeholders, that this will be done in a way that respects the individual's wishes.

Members of staff can access a range of information and advice through:

- The senior leadership team
- School Nursing Team
- LGBT+ Cymru (Counselling)
- Stonewall Cymru
- Switchboard.org.uk

Leadership, Management and Governance

The Governing body is committed to meeting its duties and aims to follow the good practice set out in the codes of practice and framework guidance which support the legislation.

Whilst the Governing Body has overall responsibility to ensure that equality is promoted throughout the school and are embedded in its practices, it is the responsibility of all staff, including those helping on a voluntary basis, to promote equality.

The Governing Body recognises that discrimination may occur on more than one ground at the same time and that equality of opportunity cannot be achieved by always treating people alike.

The Governing Body acknowledges that it has a key leadership role in promoting equality and recognises the need to work with school staff and partnership organisations, including the local authority.

Policy, Planning, implementation and review.

The Governing Body will endeavour to ensure that all relevant policies reflect the school's commitment to the principles of equality and that this commitment is reflected clearly in all its work.

All staff are encouraged to contribute to the formulation, development and review of policy documents. The school ensures the involvement of governors and, where appropriate, takes steps to enable the contribution of pupils and their parents/carers and other relevant parties.

All policies, functions and strategies are regularly monitored, reviewed and evaluated for their effectiveness in fulfilling the requirements of new legislation.

Outcomes of monitoring and assessment will be recorded by the Governing Body and other key partners. Members of the school community will be kept informed of all equality initiatives being undertaken.

Staffing: Recruitment and staff development

The school adheres to recruitment and selection procedures which are fair, equal and are in line with local authority guidance and statutory duties. The school seeks to encourage people from under-represented groups to apply for positions at all levels in the school.

The school routinely monitors all recruitment activity and staff in post by the statutory equality indicators of gender, ethnic background and disability and fulfils its responsibility to provide data to the authority annually via PLASC.

Steps are taken to ensure that everyone associated with the school is informed of the contents of this Strategic Equality Plan (SEP). New staff are made familiar with it as part of their induction programme. Staff handbooks and regular professional development activities are available for all staff members to support their practice in relation to this plan. The school will ensure that staff and Governors are able to access the appropriate levels of support and training necessary to ensure that they are aware of contemporary equality practices and procedures.

Staff receive appropriate training to enable them to deal effectively with bullying and discriminatory incidents. A rolling programme of staff development is in place to ensure the right staff have the right skills to deliver equality improvement.

There are clear mechanisms in place where appropriate senior personnel are well engaged with staff and all stakeholders, and act upon staff feedback and challenge, releasing resources where necessary and feasible to implement agreed changes effectively

There is regular appraisal of the capability of all staff members and senior personnel to deliver equality improvement.

Personal development and pastoral care

The pastoral support system takes account of disability, gender, religious and ethnic differences and the experiences and particular needs of people living in a diverse society.

The school provides appropriate and effective support for EAL pupils and value is placed on their home languages.

Support is given to victims and perpetrators of harassment and unacceptable behaviour.

External agencies are involved, where appropriate.

Monitoring data, including that relating to disability, ethnicity, gender, social disadvantage (FSM) and ALN will be used to monitor the attainment, progress and well-being of pupils and, where appropriate, targets will be set to address any identified inconsistencies.

The school will endeavour to use monitoring data including that relating to disability, ethnicity,

gender, social disadvantage (FSM) and ALN to monitor admissions, attendance, exclusions and the use of sanctions and rewards.

Analysed results will be used to inform planning and decision making.

Learning and Teaching

All pupils have access to the mainstream curriculum in accordance with WG guidelines and The Curriculum for Wales.

All classroom staff ensure that the classroom is an inclusive environment in which pupils feel safe, included and that their contributions are valued.

Teaching styles include collaborative learning and AFL practices so that pupils appreciate the value of working together. All pupils are encouraged to question, discuss and collaborate in problem-solving tasks.

Pupil grouping in the classroom is planned and varied. Allocations to teaching groups are kept under review and may, where appropriate, be analysed by equality indicators.

All classroom staff encourage pupils to become independent and to take appropriate responsibility for their own learning.

All staff challenge stereotypes and foster pupils' critical awareness and concepts of fairness, enabling them to detect bias and challenge inequalities.

Resources and displays reflect the experience and backgrounds of a range of people living in the United Kingdom. They celebrate diversity and challenge stereotypes in all curriculum areas. They are reviewed regularly to ensure that they reflect the inclusive ethos of the school.

School Curriculum

Curriculum planning takes account of the needs of all pupils and considers them in relation to the various equality strands. The school monitors and evaluates its effectiveness in providing an appropriate curriculum experience for pupils of all backgrounds.

The curriculum builds on pupils' starting points and is differentiated appropriately to ensure the inclusion of boys and girls; pupils who are disabled; pupils learning English as an additional language; pupils from minority groups; pupils who are more able and talented; pupils with additional educational needs; pupils who are looked after by the local authority and pupils who are at risk of disaffection and exclusion.

Each area of the curriculum is planned to incorporate the principles of equality and to promote positive attitudes to diversity. All subjects contribute to the spiritual, moral, social and cultural development of all pupils.

The content of the curriculum reflects and values diversity. It encourages pupils to explore bias and challenge prejudice and stereotypes.

Extra-curricular activities and special events e.g. school concerts and community events cater for the interests and capabilities of all pupils. The school gives due regard to parental preferences and concerns.

Teaching and curriculum development are monitored to ensure high expectations of all pupils from all groups.

Admissions, attendance, behaviour, discipline and exclusion

In line with WG guidance, the Local Authority has responsibility for admissions and for ensuring that the process is monitored by a range of equality indicators to ensure that it is administered fairly and equitably to all pupils.

Comprehensive information regarding pupils' ethnicity, home language, religion, physical needs, diet, known allergies etc is included in all admission forms.

The school's procedures for disciplining pupils and managing behaviour are fair and applied equally to all. However, it is recognised that social/cultural background and other personal factors may affect behaviour. The school takes this into account when dealing with incidents of unacceptable behaviour. All staff operate consistent systems of rewards and sanctions as agreed within the whole school behaviour policy statement.

Exclusions and attendance are robustly monitored, and effective action is taken in order to reduce gaps between different groups of pupils. Absence is always followed up by appropriate personnel in compliance with agreed procedures stipulated within the whole school attendance statement. Those involved in this work are aware of and sensitive to community issues.

Pupils, staff and parents are aware of procedures for dealing with harassment. They know that any language or behaviour which is racist, sexist, homophobic or potentially damaging to any group is always unacceptable. The appropriate policies are all linked to this Strategic Equality Plan.

Appropriate provision is made for leave of absence for religious observance for pupils and staff.

Attainment, progress and assessment.

Staff have high expectations of all pupils, and they continually challenge them to reach higher standards. The school recognises and values all forms of achievement.

The monitoring and analysis of pupil performance by disability, special educational needs, gender, ethnicity and other social/cultural indicators enables the identification of groups of

pupils where there are patterns of underachievement. The school ensures that action is taken to counteract this.

Staff use a range of methods and strategies to assess pupil progress. The school ensures that all formative and summative assessment is free of gender, racial, cultural and social bias.

Self-evaluation and peer assessment provides all pupils with opportunities to take responsibility for their own learning through regular reflection and feedback on their progress, giving all pupils full opportunities to demonstrate what they know and can do and, therefore, to benefit from the process.

Partnerships with parents and the community

The school endeavours to provide information materials for parents in accessible, user-friendly language and formats. Where appropriate, the school will endeavour to provide information in community languages and alternative formats upon request.

Progress reports to parents are provided in a range of formats in order to ensure that all parents/carers have the opportunity to participate in the dialogue.

All parents are encouraged to participate at all levels in the full life of the school. Information and meetings for parents are made accessible for all. Parental involvement is monitored to ensure the participation of parents from all groups whose children are at the school. Actions are included in the schools Strategic Equality objectives to address any inconsistencies. When appropriate the school will take steps to encourage the involvement and participation of under-represented groups of parents and sections of the community.

The school works in close partnership with parents and the community to address specific incidents and to develop positive attitudes to diversity. Informal events are designed to include the whole community and, at times, may target minority or marginalised groups.

The school's premises and facilities are available for use by all groups within the community. The school endeavours to address accessibility difficulties.

The school recognises that it has a responsibility to promote equality through its procurement and commissioning activities and endeavours to ensure the services it uses are aware of its equality objectives.

Impact Assessments

Impact assessments refer to the review of all current and proposed policies and practices in order that we are able to formally assess their impact on different groups of people. This is achieved through systematic impact assessments via increasing the participation of stakeholders.

As far as is reasonable, we apply the highest requirement of the law across all equality strands. This stance is taken in order to aim for the highest level of equality for all groups while taking into account the need to apply the test of what is relevant and proportionate.

We strive to ensure that our actions are proportionate to the relevance of equality issues in relation to our policies, procedures and practices. In so doing we are able to prioritise those actions that enable us to address the most significant objectives across all equality strands in order to deliver the best equality outcomes. This enables us to focus on the policies, practices and procedures that have the greatest effect on different stakeholders.

Our Impact assessments will be an on-going process to ensure our policies procedures and practices develop and evolve and will be incorporated into the Governing Body's review and revision of every policy.

Every new policy or procedure will be drawn up with regard to our duty to promote equality.

Information gathering

The collection of information is crucial in supporting us in the identification of actions to be taken to improve equality and address discrimination and harassment within the school community.

As of April 2012, it is a statutory requirement that the development of this Strategic Equality Plan and the specific objectives within it have been informed by the in-put of all stakeholders.

To this end, in addition to the collation, monitoring and analysis procedures outlined above, information has been gathered via the following consultation processes:

- Feedback from staff surveys and / or in-put through staff meetings and INSET
- Analysis of annual parent/carer questionnaires, consultation evening questionnaires, open afternoons.
- Feedback and consultation from Annual Governing Body reporting to parent meetings
- Feedback from School Council meetings, whole school pupil surveys and listening to learner/pupil voice surveys on children's attitudes to themselves and the school.
- Issues raised during reviews of Individual Development Plans, Annual Reviews and mentoring/support meetings.

Measuring progress

The action plans which accompany the Strategic Equality Plan (SEP) will set out short, medium and long term objectives to be achieved.

Progress will be reviewed through the school self-evaluation cycle.

This Strategic Equality Plan (SEP) will be reviewed and revised on a three yearly cycle. Progress within the objectives agreed within the equality action plans will be reviewed and revised annually.

This process will continue to involve the full participation of all Stakeholders and be evidenced based, using information that the school has gathered and analysed, and such evidence will be used to conduct accurate impact assessments and inform future objectives

Breaches of Policy

The school and Governing Body view any form of discrimination as a serious act of misconduct.

Any allegation of a breach in the policy will be investigated by the Head Teacher or where appropriate, the Governing Body. This may lead to disciplinary or other appropriate action being taken.