



# **KBM Tutors**

## **Single Equality Policy**

## Introduction

KBM Tutors is an inclusive tuition where we focus on the well-being and progress of every child and where all members of our community are of equal worth.

We believe that the Equality Act provides a framework to support our commitment to valuing diversity, tackling discrimination, promoting equality and fostering good relationships between people. It also ensures that we continue to tackle issues of disadvantage and underachievement of different groups.

### **Our approach to equality is based on the following 7 key principles:**

- 1. All children are of equal value.** Whether or not they are disabled, whatever their ethnicity, culture, national origin or national status, whatever their gender and gender identity, whatever their religious or non-religious affiliation or faith background and whatever their sexual orientation.
- 2. We recognise, respect and value difference and understand that diversity is a strength.** We take account of differences and strive to remove barriers and disadvantages which people may face, in relation to disability, ethnicity, gender, religion, belief or faith and sexual orientation. We believe that diversity is a strength, which should be respected and celebrated by all those who learn, teach and visit our tuition.
- 3. We foster positive attitudes and relationships.** We actively promote positive attitudes and mutual respect between groups and communities different from each other.
- 4. We foster a shared sense of cohesion and belonging.** We want all members of our tuition community to feel a sense of belonging within the tuition and wider community and to feel that they are respected.
- 5. We observe good equalities practice for our staff.** We ensure that policies and procedures benefit all employees and potential employees in all aspects of their work, including in recruitment and promotion, and in continuing professional development.
- 6. We have the highest expectations of all our children.** We expect that all children can make good progress and achieve to their highest potential.
- 7. We work to raise standards for all children, but especially for the most vulnerable.** We believe that improving the quality of education for the most vulnerable groups of children raises standards across the whole tuition.

## **Purpose of the Policy**

The Equality Act 2010 was introduced to ensure protection from discrimination, harassment and victimisation on the grounds of specific characteristics (referred to as protected characteristics). This means that tuitions cannot discriminate against children/staff or treat them less favourably because of their sex (gender), race, disability, religion or belief, gender reassignment, sexual orientation or pregnancy or maternity.

Age and marriage and civil partnership are also “protected characteristics” but are not part of the tuition provisions related to children.

The Act requires all public organisations, including tuitions to comply with the Public Sector Equality Duty and two specific duties.

The **Public Sector Equality Duty** or “general duty”

This requires all public organisations, including tuitions to

- Eliminate unlawful discrimination, harassment and victimisation.
- Advance equality of opportunity between different groups.
- Foster good relations between different groups.

### **Two “specific duties”**

This requires all public organisations, including tuitions to:-

1. Publish information to show compliance with the Equality Duty by April 6th 2012.
2. Publish Equality objectives at least every 4 years, which are specific and measurable by April 6<sup>th</sup> 2012.

This policy describes how the tuition is meeting these statutory duties and is in line with national guidance. It includes information about how the tuition is complying with the Public Sector Equality Duty and also provides guidance to staff and outside visitors about our approach to promoting equality.

**Appendix 1** is a checklist of key equality considerations.

**Appendix 2** shows the tuition’s Equality Objectives for 2018-2019 in an Equality Action Plan.

### **Links to other policies and documentation**

Although this policy is the key document for information about our approach to equalities in line with the Public Sector Equality Duty, we will ensure that information about our responsibilities under the Equality Act are also included in the tuition prospectus and tuition website.

There are also references in the [behaviour, admissions, SEN and anti-bullying policies](#).

The Equality Act also applies to tuitions in their role as employers. All those involved in recruitment and selection are trained and aware of what they should do to avoid discrimination and ensure equality good practice through the recruitment and selection process. Equality policy and practices are covered in all staff inductions. All temporary staff are made aware of the Single Equality Policy and practices.

### **What we are doing to eliminate discrimination, harassment and victimisation**

- We take account of equality issues in relation to admissions and exclusions; the way we provide education for our children and the way we provide access for children to facilities and services.
- We are aware of the Reasonable Adjustment duty for disabled children – designed to enhance access and participation to the level of non-disabled children and stop disabled children being placed at a disadvantage compared to their non-disabled peers.
- The Head Teacher ensures that all appointment panels give due regard to this policy so that no-one is discriminated against when it comes to employment, promotion or training opportunities.

- We ensure that those who are affected by a policy or activity are consulted and involved in the design of new policies and in the review of existing ones.
- We take seriously the need to consider the equality implications when we develop, adapt and review any policy or procedure and whenever we make significant decisions about the day to day life of the tuition. We make a record of each specific equality consideration and this is available for review if required.
- We actively promote equality and diversity through the curriculum and by creating an environment which champions respect for all.
- Our admission arrangements are fair and transparent and we do not discriminate against children by treating them less favourably on the grounds of their sex, race, disability, religion or belief, sexual orientation, or gender.

### **Behaviour, Exclusions & Attendance**

The tuition Policy on Behaviour takes full account of the new duties under the Equality Act. We make reasonable, appropriate and flexible adjustment for children with a disability. We closely monitor data on exclusions and absence from tuition for evidence of over-representation of different groups and take action promptly to address concerns.

### **Addressing Prejudice & Prejudice Based Bullying**

The tuition challenges all forms of prejudice and prejudice-based bullying, which stand in the way of fulfilling our commitment to inclusion and equality;

- Prejudices around disability and special educational needs
- Prejudices around race, religion or belief
- Prejudices around gender and sexual orientation.

We treat all bullying incidents equally seriously.

We keep a record of different prejudice-related incidents and provide a report about the numbers, types and seriousness of prejudice-related incidents at our tuition and how we dealt with them.

### **What we are doing to advance equality of opportunity between different groups**

- We avoid language that runs the risk of placing a ceiling on any children's achievement or that seeks to define their potential as learners, such as 'less able'.
- We use a range of teaching strategies that ensures we meet the needs of all children.
- We provide support to children at risk of underachieving.
- We are alert and proactive about the potentially damaging impact of negative language in matters such as race, gender, disability and sexuality.

In addition to avoiding or minimising possible negative impacts of our policies, we take opportunities to maximise positive impacts by reducing and removing inequalities and barriers that may already exist between, for example:

- disabled and non-disabled people
- people of different ethnic, cultural and religious backgrounds
- girls and boys

### **Positive Action**

We will take positive and proportionate action to address the disadvantages faced by particular groups of children with particular protected characteristics, such as targeted support. The actions will be designed to meet the tuition's Equality Objectives.

### **What we are doing to foster good relations**

- We prepare our children for life in a diverse society and ensure that there are activities across the curriculum that promotes the spiritual, moral, social and cultural development of our children.
- We teach about difference and diversity and the impact of stereotyping, prejudice and discrimination through PSHE and across the curriculum.
- We use materials and resources that reflect the diversity of the tuition, population and local community in terms of race, gender and disability, avoiding stereotyping.
- We promote a whole tuition ethos and values that challenge prejudice based discriminatory language, attitudes and behaviour.
- We provide opportunities for children to appreciate their own culture and celebrate the diversity of other cultures.
- We include the contribution of different cultures to world history and that promote positive images of people.
- We provide opportunities for children to listen to a range of opinions and empathise with different experiences.
- We promote positive messages about equality and diversity through displays, whole tuition events, eg, dress up Day.

### **Other ways we address equality issues**

- We keep minutes of meetings where equality issues are discussed, e.g., Governors Meetings.
- We have a rolling programme for reviewing all of our tuition policies in relation to equalities and their impact on the progress, safety and wellbeing of our children.

In order to ensure that the work we are doing on equalities meets the needs of the whole tuition community we:

- secure and analyse responses from staff surveys, staff meetings and training events.
- review feedback and responses from the children and groups of children, from the Tuition Council, PSHE lessons, whole tuition surveys on children's attitudes to self and tuition.
- analyse issues raised in Annual Reviews or reviews of progress during Children progress Meetings, Pupil Passports and .
- ensure that we secure responses and feedback at Governing Body meetings.

### **Publishing Equality Objectives (see Equality Action Plan)**

The objectives which we identify represent our tuition's priorities and are the outcome of a careful review of and analysis of data and other evidence. They also take into account national and local priorities and issues.

We evaluate our success in meeting the Public Service Equality Duties by the extent to which we **achieve improved outcomes** for the different groups.

We produce an Equality Action Plan that shows how we will achieve our objectives. Other objectives are part of our Tuition Development Plan.

- To raise the issue of homophobic bullying in all its manifestations through assemblies, class discussions and through the personal, social and health education (PSHE) curriculum, so that:

- There is an immediate increase in the reporting of such incidents using the formal processes;
- A repeat anonymous survey six months from now shows a reduction in incidents.
  - Narrow any gaps in the performance and attainment of groups of children, e.g. boys and girls, children with English as an additional language (EAL), children with special educational needs and disabilities (SEND);
  - Ensure that all children arriving in the nursery with little or no English are supported to make rapid progress in communication and language, enabling them to access the curriculum and achieve at least expected age-related development in all areas of learning;
  - Ensure all staff take account of factors that may affect children, parents and their families across the tuition;
  - Increase community and parental engagement and continue to build on our existing programme of multicultural events to celebrate diversity;
  - Ensure that all policies and procedures reflect current legislation and best practice;
  - Aim for equality of opportunity and to foster good relationships with parents and carers;
  - Encourage community cohesion through a growing understanding of differences and similarities, in a climate where respect is promoted and discrimination is not tolerated;
  - Promote strong relationships, especially with 'hard to reach' families, and seek to understand the barriers to good behaviour and attendance.

## ***Monitoring and Reviewing Objectives***

We will review and update our equality objectives every two years and report annually to the governing body on progress towards achieving them. We involve and consult staff, children, governors and parents and carers.

We will publish an evaluation of the success in meeting these objectives for parents and carers, on the tuition website.

## **Roles and Responsibilities**

We expect all members of the tuition community and visitors to support our commitment to promoting equalities and meeting the requirements of the Equality Act. We will provide training, guidance and information to enable them to do this.

### ***Governing Body***

The governing body is responsible for ensuring that the tuition complies with legislation and that this policy and its related procedures and action plans are implemented. A committee member of the governing body has a watching brief regarding the implementation of this policy.

Every governing body committee keeps aspects of the tuition's commitment to the Equality Duty under review, for example, in terms of standards, curriculum, admissions, exclusions. Governors annually review the Equality Policy.

### ***Head Teacher***

The Head Teacher is responsible for implementing the policy; for ensuring that all staff are aware of their responsibilities and are given appropriate training and support; and for taking appropriate action in any cases of unlawful discrimination.

### ***Teaching and Support Staff***

All teaching and support staff will:

- promote an inclusive and collaborative ethos in their classroom.
- challenge prejudice and discrimination.
- deal fairly and professionally with any prejudice-related incidents that may occur.
- plan and deliver curricular and lessons that reflect the tuition's principles, for example, in providing materials that give positive images in terms of race, gender and disability.
- maintain the highest expectations of success for all children.
- support different groups of children in their class through differentiated planning and teaching, especially those who may (sometimes temporarily) find aspects of academic learning difficult.
- keep up-to-date with equalities legislation relevant to their work.

### ***Visitors***

All visitors to the tuition, including parents and carers are expected to support our commitment to equalities and comply with the duties set out in this policy.

## **Equal Opportunities for Staff**

- This section deals with aspects of equal opportunities relating to staff. We are committed to the implementation of equal opportunities principles and the monitoring and active promotion of equality in all aspects of staffing and employment.
- All staff appointments and promotions are made on the basis of merit and ability and in compliance with the law.
- We are also concerned to ensure wherever possible that the staffing of the tuition reflects the diversity of our community.
- As an employer we strive to ensure that we eliminate discrimination and harassment in our employment practice and actively promote equality across all groups within our workforce.
- We respect the religious beliefs and practice of all staff, children and parents, and comply with reasonable requests relating to religious observance and practice.
- We ensure that all staff, including support and administrative staff, receive appropriate training and opportunities for professional development, both as individuals and as groups or teams.

## **Monitoring and Reviewing the Policy**

We review the information about equalities in the policy annually and make adjustments as appropriate. Our review involves children, staff, governors and parents and carers.

## **Disseminating the Policy**

This Equality Policy along with the Equality Objectives and data is available;

- on the tuition website
- as paper copies in the tuition office
- as a summary in the tuition prospectus

We ensure that the whole tuition community knows about the policy, objectives and data through the tuition newsletter, assemblies, staff meetings and other communications.

We publish on the tuition's website copies of relevant policies and guidance, including those on behaviour, anti-bullying and special educational needs.



## **APPENDIX ONE**

### **Check list for Tuition Staff and Governors**

- The tuition collects information on race, disability and gender with regards to both children and staff, e.g. pupil achievement, attendance, exclusions and staff training.
- This information is used to inform the policies, plans and strategies, lessons, additional support, training and activities the tuition provides.
- The Equality Policy and Plan and Objectives have been shaped by the views, input and involvement of staff, parents, governors, children and other stakeholders.
- The tuition publishes information to demonstrate purposeful action on the general duties.
- The tuition analyses pupil achievement in terms of progress and standards for different groups and takes action when there trends or patterns indicate a need.
- The tuition sets Equality Objectives to improve outcomes for vulnerable children and monitors progress on reaching these objectives.
- The tuition ensures that all staff understand and implement the key requirements of the Equality Policy.
- The tuition ensures that visitors to the tuition understand and follow the key requirements of the Equality Policy.
- The curriculum includes opportunities for all children to understand and celebrate diversity and difference.
- All groups of children are encouraged to participate in tuition life and make a positive contribution, e.g. through class assemblies and the Tuition Council.
- The tuition monitors bullying and harassment of children in terms of difference and diversity (i.e. different groups) and takes action if there is a cause for concern.
- Minority ethnic, disabled and both male and female role models and those of vulnerable groups are promoted positively in lessons, displays, discussions and class assemblies.
- The tuition environment is increasingly as accessible possible to children, staff and visitors to the tuition.
- Open evenings and other events which parents, carers and the community attend are held in accessible parts of the tuition and issues such as language barriers are considered.
- The accessibility needs of parents, children and staff are considered in the publishing and sending out of information.
- The Governing Body is increasingly representative of the community it serves. Procedures for the election of parent governors are open to candidates and voters who are disabled.

