

EQUALITY OF OPPORTUNITY POLICY

Description of School and its Community

Creative is a privately-run school, located in the North Wales market town of Mold. The catchment area is neither advantaged or disadvantaged. As a private company, we are employed by County Councils to deliver education to students who find it difficult or are unable to attend school for one reason or another. A high percentage of our students have not accessed mainstream education for a number of months.

Statement of Intent

At Creative we recognise that oppression, disadvantage and discrimination exist in society. A person's age, disability, race, religion, gender, gender identity, sexual orientation, family background and/or language can often be at the root of such intolerance and many individuals may face discrimination based on more than one of these factors (multiple-discrimination). Creative acknowledges the diversity that exists amongst the people and communities in Flintshire, Denbighshire and Wrexham. Creative has striven to work to recognise, and eliminate, the inequalities that can emerge within communities as a consequence of this diversity, and it is committed to continue to work for fairness, reasonableness and justice in all of its areas of responsibility.

The aims of the Equality of Opportunity policy statement are to:

- Ensure that an inclusive ethos is established and maintained;
- Ensure that Creative is a place where everyone, irrespective of their age, disability, race, religion, gender, gender identity, sexual orientation, family background and/or language feels welcomed and valued;
- Ensure that all students and staff are encouraged to reach their full potential;
- Protect the human rights of all student and staff, parents/carers and visitors;
- Prepare students for the challenges, choices and responsibilities of their living in a diverse society;
- Empower students to participate in their communities as active citizens who take responsibility for themselves and each other;
- Foster and encourage positive attitudes and behaviour towards members of the community who reflect this range of diversity.

Commitment to Equal Opportunity

Creative is committed to the principle of equal opportunity in employment and ensuring that employees are remunerated, recruited, developed and promoted on the basis of skills and suitability for the work performed. The Company declares their opposition to any form of less favourable treatment, whether through direct or indirect discrimination, accorded to employees and applicants for employment on the grounds of 'Protected Characteristics'. Protected Characteristics include; age; disability; race; colour; nationality; sex; pregnancy and maternity; gender re-assignment; religion or belief and sexual orientation.

The Company similarly declares their opposition to any form of less favourable treatment accorded to employees and applicants for employment on the grounds of non-job related handicaps and unfair discrimination on grounds of age.

The Company recognises their obligations under the Sex Discrimination Act 1975 and the Race Relations Act 1976. This policy does not form part of your Contract of Employment and may be amended by the Company in accordance with business needs or prevailing legislation.

Commitment to prevent discrimination

Creative believes that its staff and customers should be treated with respect, dignity and fairness, and therefore are committed to providing a workplace where everyone has the right to work in an environment which promotes equal opportunity and prohibits discriminatory practises.

The aim of this policy is to ensure that discrimination does not occur in the workplace and, if it does occur, to ensure that adequate procedures are readily available to deal with the circumstances. It is the responsibility of each individual to be sensitive towards the impact that they have on others, and not to discriminate against or condone discrimination by others. This policy not only applies to working at the Company's premises and those of any client or contact but also includes travelling or staying away on business, attending training courses or any other events for any reason related to your employment. Any person who feels that they have suffered discrimination has the right to make a complaint.

The Company will not tolerate any form of discrimination against staff members or customers/clients and it is the obligation of all employees to behave in a way that supports this policy; Disciplinary action, up to and including dismissal for serious offences, will be taken against any person violating this policy. In addition, in serious cases, the alleged offender may be prosecuted in the Criminal Courts. Similarly, the making of a false or malicious complaint of discrimination will be regarded as a serious breach of procedures, in which case disciplinary action may be invoked against the complainant.

Environment and Ethos of the School

We believe, the most effective way to realise Equality of Opportunity is to take a whole-school approach. To create a supportive ethos and shared ownership across the school community. The checklist below is used as a self-review tool to audit the current position in relation to realising Equality of Opportunity. We ensure that the aims listed above apply to the full range of our policies and practices including those that are concerned with:

- Teaching of relevant knowledge and understanding, skills, values and attitudes within National Curriculum subjects.
- Teaching and learning strategies which use interactive and experiential approaches that are relevant and suitable to the needs and aptitudes of students and which offer ample time for discussion and reflection;
- Students, progress, attainment and assessment, behaviour and discipline
- Attendance;
- Encouragement of students to take responsibility for their own learning and the assessment of their development.
- Valuing students and promoting positive relationships and self-esteem;
- Staff selection, recruitment and induction;
- Effective coordination and staff training and support;
- Partnership with parents/carers and the community;
- Opportunities for students to participate in decision making

Definitions

1. Discrimination

- 1.1 Discrimination is unfair, unacceptable and potentially unlawful, where an individual is treated less favourably than other persons on the grounds of the protected characteristics.
- 1.2 Direct Discrimination: If an employer treats an employee less favourably than someone else because of one of the above reasons. For example it would be direct discrimination if a particular job was only open to male applicants.
- 1.3 Indirect Discrimination is when a working condition or rule disadvantages one group of people more than another. For example saying that applicants for a job must be clean shaven puts members of some religious groups at a disadvantage.
- 1.4 Direct or Indirect Discrimination is unlawful whether or not it is done on purpose. It is only allowed if it is necessary for the way the business works and there is no other way of achieving it.

The Equality Legislation affects all areas of employment including:

- Recruitment
- Terms and conditions
- Promotions and transfers
- The provision of training
- The provision of benefits including Occupational Pensions
- Dismissal
- Termination procedures

Addressing sexism, racism, xenophobia and homophobia

Creative is opposed to all forms of discrimination based on person's age, disability, race, religion, gender, gender identity, sexual orientation, family background and/or language. Expressions of sexism, racism, xenophobia and homophobia are all unacceptable, including those forms that are directed towards religious groups and communities, and against Travellers, refugees and asylum seekers. The anti-bullying policy and strategy clearly outlines the course of action in such circumstances.

Employment Practices

Creative states their whole-hearted support for the principles and practice of equal opportunity and agree that it is the duty of all employees to accept their personal responsibility for fostering a fully integrated community at work by adhering to the principles of equal opportunity and maintaining racial harmony. The Company will, therefore, actively promote equal opportunity through the application of employment policies, which will ensure that individuals receive treatment, which is fair, equitable and consistent with their relevant aptitudes, potential, skills and abilities.

The Company will ensure that individuals are recruited and selected, promoted and treated on objective criteria having regard to relevant aptitudes, potential, skills and abilities. In particular, no applicant or employee will be placed at a disadvantage by requirements or conditions which are not necessary to the performance of the job, or which constitute indirect unfair discrimination.

The Company recognises the problems that bullying and sexual harassment may cause in the workplace and are committed to ensuring that such unacceptable behaviour does not take place.

All Staff

- To abide by the Equal Opportunities Policy, and treat all fellow employees with dignity and respect, and to report any instances of breaches of equal opportunities to the Directors.
- Not to accept or tolerate anything other than total compliance with the Equal Opportunities policy

Directors

- To treat all reported instances seriously, deal with them in line with policy and address in a professional and efficient manner.
- To challenge all 'potential' breaches of the policy.

Information and resources

The content of the policy will be known to all:

- staff;
- students;
- parents and carers;
- any member of the community who requests it.

Religious Observance

Creative will respect the religious beliefs and practices of all staff, students and parents, and comply with all reasonable requests relating to religious observance and practice.

Grievance & Disciplinary Procedures

The Company will ensure that individual employees who believe they have experienced direct or indirect unfair discrimination are properly represented. Any employee who feels that he or she has been treated unfairly in connection with his or her employment or feels they have been discriminated against should raise his or her grievance through the appropriate procedure, when every effort will be made to secure a satisfactory resolution. In addition the company will ensure that any employees making a complaint of unfair discrimination will be protected from victimisation.

The Company will continue to treat unfair discriminatory conduct by any employee as a disciplinary offence.

Monitoring, evaluation and review of this Policy

Creative will study and use quantitative and qualitative data relating to the implementation of this policy and make adjustments as appropriate.