



THE LATYMER SCHOOL

Founded 1624

## EQUALITY INFORMATION AND OBJECTIVES STATEMENT

Policy adopted	Full Governors' Meeting June 2012
Policy circulated	June 2012
Review policy	To be reviewed every 4 years

Legislation: The Equality Act 2010 and The Equality Act 2010 (Specific Duties) Regulations 2011

# EQUAL OPPORTUNITIES POLICY

The Latymer School aims to ensure that the School provides opportunities for all without discrimination. In this way pupils should be enabled to meet the “Every Child Matters” outcomes framework, namely to

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic wellbeing.

**THE LATYMER SCHOOL AIMS** to ensure that the School provides opportunities for all without discrimination. The school has due regard to the need to:

- Eliminate discrimination and other conduct prohibited by the Equality Act 2010;
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it;
- Foster good relations across all characteristics – between people who a protected characteristic and people who do not share it.

## **POLICY STATEMENT:**

Latymer School is committed to a policy of providing equal opportunities for girls and boys whereby all subjects are available to all pupils; and all pupils, students and staff are treated with the same consideration and attention. Whenever significant decisions are being made or policies are being developed, thought is given to equality implications.

In order to make this policy work in practice, the following procedures will be followed:

1. **PERSON RESPONSIBLE:** The Deputy Head (Pastoral) will have responsibility for Equal Opportunities and represent that interest to the Senior Management Team.
2. **OPTIONS:** We offer as flexible a curriculum as possible at Key Stages 4 and 5 and make this equally available to all students.
3. **CAREERS:** In careers education, advice will be free of gender or racial stereotypes.
4. **CURRICULUM ISSUES:** We will ensure that students, from whatever language, cultural or ethnic background, have an education that will give them access to higher level achievement in all subjects. Departments examine and monitor learning materials to detect gender or racial stereotypes and attempt to ensure that these are not reinforced. Departments will identify students and support those who are at risk of under-achieving, for example by the GCSE revision support programme. Advanced Bilingual Learners will be given particular support in literacy if it is needed. Our PHSEE and Citizenship programmes will seek to ensure cohesion, inclusion and engagement in early learner group so that no pupil feels excluded or ostracised for any reason. We ensure that opportunities are given for students to reflect, comment upon and contribute toward the enhancement of their experience in school and to enable them to have access to all that is on offer.
5. **SCHOOL CALENDAR**  
Due regard will be given to religious festivals when constructing the annual calendar.

6. **SCHOOL PLAN:** Equal opportunities will be included in School and Department Plans.
7. **BEHAVIOUR:** Praise or blame for behaviour or work will not be linked to gender or race.
8. **HARASSMENT:** Sexual harassment of pupils or staff is unacceptable. This, like any sexist comment or behaviour, is always to be challenged. The Enfield Policy and Procedure for dealing with harassment at work will be included in the Staff Handbook.
9. **PUBLICITY:** Information and publicity regarding Equal Opportunities will be displayed in the staffroom and on a prominent noticeboard in the school for pupils to see.
10. **MEETINGS:** Equal opportunities will be an item on school meetings' agenda as appropriate.
11. **ADMISSIONS:** The Admissions procedure provides for admission of the most able pupils students in the year group irrespective of any of the protected characteristics of gender, race, disability, religion or belief, sexual orientation, gender reassignment, pregnancy or maternity. All information gathered on a pupil is without bias and the intention is to ensure that no able pupil is denied the opportunities presented by this school because of their means, gender, race or religious belief.
12. **DATA COLLECTION:** Accurate data on academic achievement in relation to gender will be collected at KS3, GCSE and A-level along with the destination of students.
13. **STAFF RECRUITMENT:** The member of staff with responsibility for Equal Opportunities is fully involved with selection of staff for interview. In all cases the person most suitable for the post will be appointed irrespective of their race or gender. No health-related questions will be asked before a job offer. The Health questionnaire will only be sent after the offer is made.
14. **STAFF DEVELOPMENT:** All staff will be encouraged through INSET training opportunities and the performance management process to develop their potential. The role of those with protected characteristics in the school will be monitored in respect of their representation at various levels.
15. **PARTICIPATION IN SCHOOL EVENTS/PUBLIC OCCASIONS/ASSEMBLIES:** As far as possible staff representing the school will reflect the heterogeneous make-up of the staff in respect of protected characteristics
16. **PERFORMANCE MANAGEMENT:** The procedures for appraisal will aim to ensure and promote equal opportunities (see Performance Management Policy).

#### **PROCEDURES:**

All incidents of a 'sexist' or 'racist' nature (including remarks, abuse, harassment as well as items of a curriculum nature) should be reported.

If the offence is caused by a pupil the teacher should proceed as follows:

1. verbal abuse/sexist comments - explain the offensive nature to the pupil concerned - memo to Form Tutor if appropriate.
2. repeated offences - memo to Form Tutor - Head of Year.

3. sexual harassment of pupil by pupil - deal with if possible - notify Form Tutor if appropriate.

If the offence is caused by a teacher to a pupil, pupils should inform the Pastoral Deputy Head (or Head of Year if this is not appropriate).

If the offence is caused to a teacher by a teacher, the teacher offended should inform the Pastoral Deputy Head (or the Headteacher if this is not appropriate).

Equal Opportunities applies to staff in school as well as pupils, and staff should feel free to report to the Equal Opportunities co-ordinator any incident relating to:

- Harassment
- Sexist comments
- conditions of employment
- promotion opportunities etc.

that they feel constitutes an issue under this policy, the school's Race Equality Policy, the Sexual Discrimination Act 1975, the Race Relations (Amendment) Act 2002, and all the 'Protected Characteristics identified in the Equalities Act 2010.

N.B. Any data is stored using ICT will be registered under the Data Protection Act.