

Staff Equal Opportunities Policy

INTRODUCTION

Promoting equal opportunities is fundamental to the aims and ethos of Rydal Penrhos School.

The School is committed to equal treatment for all staff, regardless of race, sex, disability, religion or belief, sexual orientation or gender assignment.

DEFINITION

Protected Characteristics:

The Equality Act (2010) elaborated the protection provided by the existing equality legislation. It introduced the term “protected characteristics” as a collective noun to bring together the various characteristics upon which discrimination could not be based, namely age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage, civil partnership, pregnancy and maternity.

AIMS

The aims of this policy and of the School's ethos as a whole are:

- to eliminate unlawful discrimination on the grounds of any of the protected characteristics;
- to promote equality of opportunity for all members of the School community;
- to comply with the School's equality duties as per the Equality Act 2010.

All members of the School community are expected to comply with this policy, including but not limited to staff, contractors, volunteers and Governors, who are expected to support the aims of this policy and indeed the School's ethos of tolerance and respect.

EQUAL OPPORTUNITIES IN EMPLOYMENT

Rydal Penrhos will strive to avoid unlawful discrimination in all aspects of employment including recruitment, promotion, opportunities for training, pay and benefits, discipline, and selection for redundancy.

The content of all person and job specifications will be limited to those requirements that are necessary for the effective performance of the post as described. Candidates for employment or promotion will be assessed objectively against the requirements for the job, taking account of any reasonable adjustments that may be required for those candidates with a disability; disability and personal or home commitments will not form the basis of employment decisions except in circumstances in which they might impede the effective execution of the role.

The School will consider any possible indirectly discriminatory effect arising from its working practices, including the number of hours to be worked, the times at which these are to be worked and the place at which the work is to be done. It will refuse requests for variations to working practices only if it has good reason for doing so, and if that reason is unrelated to any protected characteristic. The School will comply with its obligations in relation to statutory requests for contract variations and will also make reasonable adjustments to its working practices for individuals with a disability.

The School will monitor the ethnic, gender and age composition of both its existing workforce and applicants for jobs (including promotion), as well as the number of people with disabilities within these groups and will consider and take appropriate action to address any problems which may be identified as a result of the monitoring process.

PARENTS, SUPPLIERS & OTHER PEOPLE OUTSIDE THE SCHOOL'S WORKFORCE

Rydal Penrhos will not discriminate unlawfully against parents or pupils using or seeking to use goods, facilities or services provided by the School.

Should any individual be subjected to bullying or harassment by parents, suppliers, visitors or any other person with whom he or she comes into contact in the process of carrying out his or her work, the matter should be reported to the individual's line manager or to the HR Department (as appropriate) who will take the commensurate action.

EMPLOYEES' RESPONSIBILITIES

All employees are expected to play their part in helping to create a work environment that is free from harassment and bullying, one in which everyone can achieve his or her potential.

Acts of discrimination, harassment, bullying or victimisation against employees or customers constitute disciplinary offences and will be dealt with as such under the School's disciplinary procedure. Rydal Penrhos takes this type of conduct extremely seriously, and any such infringement may lead to dismissal without notice.

GRIEVANCES

The School encourages anyone who believes that he or she has been harassed or victimised to come forward and to share his or her experiences and concerns. To facilitate this, robust procedures have been established which are designed to assist members of the School community to hold open conversations, to engage in dispute resolution and, where appropriate, to implement a disciplinary process.

Should any individual believe that he or she has been discriminated against, bullied or harassed, the matter can be raised under the School's [Grievance Policy](#).

MONITORING & REVIEW

Rydal Penrhos will periodically monitor this policy so as to judge its effectiveness. In particular, the School will monitor the ethnic and gender composition of its existing workforce and job applicants (including promotion) as well as the number of people with disabilities within these groups and will review its Equal Opportunities Policy in line with the results shown. Should changes be required, they will be implemented forthwith.

The School treats all personal data collected in order to review equality of opportunity in recruitment and selection in accordance with its [Data Protection Policy](#). Information about the way in which data is used and the basis for processing is provided in the School's [Job Applicant Privacy Notice](#).

This policy is subject to review on a biennial basis; however, it may require earlier revision in the light of any regulatory change which may come into force in the interim.

Last reviewed by KWA:	May 2021
Approved by Governing Body:	September 2021
Next review:	May 2023