

EQUALITY, DIVERSITY AND INCLUSION POLICY

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1. POLICY INTRODUCTION

- 1.1 Within this policy 'we' and 'us' means the Federation.
- 1.2 We are committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination.
- 1.3 The aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.
- 1.4 The Federation is also committed against unlawful discrimination of customers or the public.
- 1.5 This policy should be read alongside the Federation's policies on Recruitment, Sickness Management, Disciplinary, Grievance and Complaints. Please refer to www.rutlandfederation.com/policies/

2. THE POLICY'S PURPOSE

- 2.1 This policy's purpose is to:
 - 2.1.1 Provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time.
 - 2.1.2 Not unlawfully discriminate because of the [Equality Act 2010](#) protected characteristics of:
 - age,

- disability,
- gender reassignment,
- marriage or civil partnership,
- pregnancy and maternity,
- race (including colour, nationality, and ethnic or national origin),
- religion or belief,
- sex,
- sexual orientation.

2.1.3 Oppose and avoid all forms of unlawful discrimination. This includes in:

- pay and benefits,
- terms and conditions of employment,
- dealing with grievances and discipline,
- dismissal,
- redundancy,
- leave for parents,
- requests for flexible working,
- selection for employment, promotion, training or other developmental opportunities.

3. OUR COMMITMENTS

- 3.1 We will encourage equality, diversity and inclusion in the workplace as they are good practice and make business sense.
- 3.2 To create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.
- 3.3 This commitment includes training managers and all other employees about their rights and responsibilities under the equality, diversity and inclusion policy. Responsibilities include staff conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.
- 3.4 All staff should understand they, as well as the Federation, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public
- 3.5 The Federation will take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities. Such acts will be dealt with as misconduct under the Federation's grievance and/or disciplinary policies, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.
- 3.6 Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the [Protection from Harassment Act 1997](#) – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

- 3.7 The Federation will make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
- 3.8 We will make decisions concerning staff based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
- 3.9 Employment practices and procedures will be reviewed when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.
- 3.10 We will monitor the make-up of the workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy.
- 3.11 Monitoring will also include assessing how the equality, diversity and inclusion policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and acting to address any issues.

4. DISABILITY

- 4.1 If you are disabled or become disabled, we encourage you to tell us about your condition so that we can support you as appropriate.
- 4.2 If you experience difficulties at work because of your disability, you should speak to the HR Manager to discuss any reasonable adjustments that would help overcome or minimise the difficulty.
- 4.3 The HR Manager may wish to consult with you and your medical adviser(s) about possible adjustments. We will consider the matter carefully and try to accommodate your needs within reason. If we consider a particular adjustment would not be reasonable we will explain our reasons and try to find an alternative solution where possible.
- 4.4 We will monitor the physical features of our premises to consider whether they place disabled workers, job applicants or service users at a substantial disadvantage compared to other staff. Where reasonable, we will take steps to improve access for disabled staff and service users.

5. OBJECTIVES

We are committed to ensuring equality of experience for all trustees, governors, staff, students, parents and carers, irrespective of race (this includes ethnic or national origins, colour or nationality), sex, gender reassignment, disability, religion or belief, age, sexual orientation, pregnancy and maternity, marriage and civil partnership, or socio-economic background.

In order to further support, challenge, raise standards and ensure inclusive employment and teaching, we have set the following objectives:

Objective 1

To monitor and analyse community achievement by looking at the 9 protected characteristics and act on any trends or patterns in the data that require additional support.

Objective 2

To ensure that RDSF recruitment, including trustees, governors and staff, and all publications, including material shared via social media, represent the community.

Objective 3

To uphold the inclusive ethos of the Equality, Diversity and Inclusion duty with the intent that all stakeholders are valued.

These objectives will be achieved through each individual school's Equality, Diversity and Inclusion policy along with work across the Federation.