

# ST PETER'S RC HIGH SCHOOL

## Equality Duty Scheme

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### November 2018

#### Mission Statement

St Peter's RC High School is a community founded on mutual love and care for the individual in which the Faith of the Church underpins all our activities. Christ is our model in striving for excellence in all that we do and in valuing the unique contribution and gift of every member of our school community. St Peter's is committed to working with home and parish to enable all pupils to succeed in life.

Achievement



Responsibility



Love



Diversity

## The Purpose of the Scheme

The Equality Act 2010 established the Equality Duty for the public sector. The Equality Duty has two parts to it, the 'general' duty and the 'specific' duty. The general duty places a legal duty on St Peter's RC High School:

- to eliminate unlawful discrimination and harassment
- to promote equality of opportunity for all.

To help meet its general duty, the School, like most other public bodies covered by the duty, has a specific responsibility to:

- Produce an Equality Scheme identifying its equality goals and actions to meet them, in consultation with employees and stakeholders
- Monitor and review progress
- Review the Scheme every three years
- Develop, publish and regularly review an equality action plan
- Conduct impact assessments of all major policy developments, and publish its criteria for conducting such impact assessments.

This Scheme has been produced by using evidence from monitoring data as well as priorities set within the School's improvement plans. The purpose of this Scheme is therefore to:

- Show how we intend to mainstream equality in all areas of the School's work
- Meet and go beyond our legal duties in making equality a reality
- Set out our priorities on how we intend to tackle inequality, eliminate discrimination and promote equality of opportunity for all.

## **The School Context**

St Peter's RC High School is a voluntary aided Roman Catholic comprehensive school for pupils aged 11 – 16.

The Ofsted Reports for the school over many years, available on the Ofsted website and on the school website, demonstrate the school's commitment to Equality of Opportunity for all pupils, the thoughtful approach to equality within the curriculum, the school's awareness of equality issues through its highly effective pastoral care, and the success achieved by pupils from a wide range of backgrounds.

## **The School's Mission and its Priorities**

St Peter's RC High School was established to serve the needs of Roman Catholic pupils in the surrounding areas. It also provides access for a number of pupils of other faiths. The school's admissions policy is published in the school prospectus, by the local authority and on the school website

Upon entry to the school, all have equality of opportunity of the protected characteristics:-

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race
- religion and belief
- sex
- sexual orientation

St Peter's aims to be an educational community:

- to develop the individual talents of each pupil to the full
- to establish a community of love and care for the individual which is based on gospel values
- to raise achievement and to strive for excellence in everything we do
- to encourage children and staff to take an active part in the religious life of the school
- to ensure each pupil has an equal opportunity to develop spiritually, morally, socially and culturally
- to prepare all pupils for the opportunities, responsibilities and experiences of life
- to celebrate achievements, to evaluate performance and to constantly work towards school improvement.

### **Our Commitment and Priorities**

The school celebrates and values the diversity brought to its pupil body and workforce by all individuals. The school will treat all employees and pupils with respect and dignity, and seek to provide a positive working and learning environment free from inequality.

The school will seek not only to eliminate discrimination, but also to create a working and learning environment based on positive relations. To this end, the school undertakes to provide training and support for staff, to consult with staff about their experience of the working environment, and to provide diverse images in any material which it produces for learners and staff. The aim is to create a positive inclusive ethos where issues of inequality and discrimination can be discussed openly, with a shared commitment to challenging and preventing discrimination, to respecting diversity, and to encourage good relations.

The school will work towards the elimination of inequality whether direct or indirect, and will seek to ensure that individuals and communities have, as far as is possible, equal access to learning programmes and facilities.

The school already operates an equal opportunities policy.

The school also operates a number of protocols and procedures relating to equality. These include:

- Procedures for parental leave.
- A Staff Handbook detailing policies and procedures.

- 'Discrimination free' marketing materials.
- Regularly monitoring achievement, attendance, exclusions and destinations for equality related patterns.

The school's Priorities over the next three years will be:

### **Year 1**

- To continue to involve all senior managers as the champions of the Equality Duty Scheme
- To publish the Equality Duty Scheme and Action Plan
- To establish wider consultation processes
- To develop further the statistical data collection which will inform the Action Plan
- To establish an Equality Duty Scheme Group to monitor and promote equality issues with staff and pupils
- All new policies and practices to be Impact Assessed
- Existing policies to be impact assessed in line with reassessment time scales
- All new staff to continue to undergo training in Equality and Diversity in their induction
- To continue to promote equality of opportunity between men and women
- To continue to review marketing materials to avoid stereotypical images

### **Year 2**

- To review and update the Equality Duty Scheme
- To carry out effective Impact Assessments on policies, procedures and practices within the school
- To effectively target disadvantaged groups
- To continually develop staff training in Equality and Diversity issues
- To develop awareness raising opportunities for pupils and staff
- To consult target groups on priorities for the school

### **Year 3**

- To review and update the Equality Duty Scheme
- To establish School Strategic goals for the next 3 years
- To continue to foster an atmosphere and culture free of inequalities.

## Employment – Tackling Harassment and Increasing Representation

### Breaking Down Stereotypes and Promoting Positive Role Models

The school will seek to tackle and break down stereotypes by:

- Ensuring that Equal Opportunities issues are included as part of the annual staff Inset programme.
- Building on the good practice already structured within the RE and ACCESS programme by addressing inequality issues.
- Encouraging equality issues and particularly positive role models to be included within the assembly programmes of different tutor groups.
- Above all, by ensuring that staff and pupils feel confident to address discrimination and stereotyping whenever and wherever it occur within the school community.

### Tackling Harassment and Discrimination

The EC recommendation (November 1991) on the Protection of the Dignity of Women and Men at Work, defines sexual harassment as, “conduct of a sexual nature, or other conduct based on sex, affecting the dignity of women and men at work,” which constitutes an intolerable violation of the dignity of workers or trainers and is unacceptable if:

- (i) Such conduct is unwanted, unreasonable and offensive to the recipient.
- (ii) A person’s rejection of or submission to such conduct on the part of employers (including supervisors and colleagues) is used explicitly as a basis for a decision which affects that person’s access to vocational training, access to employment, promotion, salary or any other employment decisions.
- (iii) Sexual harassment includes activities such as:
  - Unnecessary and unwelcome physical contact
  - Suggestive and unwelcome comments or gestures
  - Unwelcome or derogatory remarks regarding the sexual orientation or preference of an individual or group
  - Display of pornographic pictures at the workplace
  - Criminal acts such as indecent exposure or sexual assault.

The school will ensure that its policies and procedures reflect a commitment to deal proactively with issues of harassment. St Peter’s RC High School will:

- (a) Ensure that all members of the school community are aware of the types of behaviour which constitute sexual harassment.

- (b) Ensure all members of the school community understand that sexual harassment is unacceptable, will not be tolerated and that appropriate measures may be taken.
- (c) Promote a climate within school where a member of the community feels confident in bringing forward complaints of sexual harassment without fear of victimisation or recrimination.
- (d) Ensure that allegations are responded to quickly, positively and in confidence.

### **Dealing with Complaints**

The school's Complaints Policy details the steps to be taken when dealing with equality- related issues. It stresses that:

- All staff have a responsibility, on receiving informal or formal complaints, to treat them seriously and to deal with them promptly.
- The Headteacher will receive all formal complaints, record their receipt and ensure that they are dealt with.
- Managers who receive complaints will investigate them promptly and respond in writing within ten working days to the complainant, keep records and send a copy of the correspondence to the Headteacher.
- The Governing Body is responsible for ensuring that the Complaints Policy & Procedure are operating effectively. The Headteacher will present to the Governing Body the annual summary and analysis of the range of formal complaints.
- Governors will also be involved in any appeal against decisions made in response to complaints.
- Any complaints that involve the Headteacher will be investigated and dealt with by the Governing Body.

### **Equality Impact Assessments**

An Equality Impact Assessment is a way of deciding whether an existing or proposed policy, procedure, practice or service does (or may) have an "adverse impact" on some sections of society. The "adverse impact" may often be the result of not taking into account the needs of women or men, black and ethnic minority groups, disabled people, people's religion or belief, sexual orientation or age.

Assessments will be carried out on new policies and services, as they are developed and over time on all other existing policies and services.

Guidance and training will be provided to staff who are responsible for undertaking Equality Impact Assessments.

With regard to the Equality Duty Scheme, the Impact Assessment Process will be published and all staff will be trained in its implementation.

Initially a mapping exercise will be carried out on all areas of the school to identify all formal and informal policies and practices so that a screening process can be carried out.

The screening process will identify any policies which are deemed to be high risk of discriminatory practice. When all policies have been given a High, Medium or Low priority it will be possible to prioritise those we must most urgently review.

At all times through the Impact Assessment process consultation with equality target groups will take place. Monitoring of assessed policies will take place on an ongoing basis to monitor for future adverse effects.

### **Monitoring of the Scheme**

- This Scheme will be reviewed every three years.
- Responsibility for the monitoring will initially lie with the Headteacher and the Equality Scheme Group.
- Progress on the Scheme and Action Plan will be reported to the School Leadership Team and to School Governors.



## Consultation

The Equality Scheme Group has been given responsibility for the following:

- Monitoring data for any issues pertaining to discrimination with regard to achievement, attendance, exclusion or destination and to advise the School Leadership Team on possible actions.
- Monitoring related policies for Equality issues.
- Ensuring that marketing materials are free of any inequalities.
- Reviewing school based issues relating to equality which have arisen and suggesting possible courses of action to the School Leadership Team.
- Providing Inset activities annually as part of the Inset programme for staff e.g. raising achievement of white FSM boys; equality training for staff
- Regularly monitoring satisfaction with Equal Opportunities through surveys of staff and pupils.

## Information

The following data on current and potential staff will be collected by the school's Equality Scheme Group, who in turn will report this to the School Leadership Team. This will cover ethnicity, disability and special need:

- Numbers of staff in post
- Application rates
- Short-listing data
- Offers and acceptance rates
- Numbers of staff involved in grievance and or disciplinary procedures
- Numbers of staff leaving employment
- Numbers of staff by grade
- Rates of requests for flexible working
- Numbers of staff accessing INSET Equality training
- Return dates from parental leave, and roles to which they return.

The following data on current pupils will be reviewed by the Equality Scheme Group, and the School Leadership Team. A report will be provided to Governors and staff. This will cover gender, ethnicity, disability, special need:

- Numbers of pupils
- Achievement rates of pupils
- Attendance rates of pupils
- Exclusion details
- Destination of pupils
- Complaints and other procedure monitoring of pupils

### **Putting the Scheme into Practice**

St Peter's RC High School Equality Duty Scheme will be published on our Intranet site and web pages. Paper copies will be available on request.

The result of Impact Assessments will be reviewed by the Equality Scheme Group and any outcomes identified will be implemented and supported by the School Leadership Team.

There will be a yearly review of the Action Plan to ensure that the information gathered informs and improves the outcome for people using or working at St Peter's RC High School.

