

# drb Ignite Multi Academy Trust

---

## **Equality and Diversity Policy**

# Workforce and Trustees

## Vision

The drb Ignite Multi Academy Trust has been established through a shared belief that lives can be transformed by what goes on in schools. We believe that the process of teaching and learning shapes futures. To this end our vision is to provide every child with learning experiences that excite them and give them the power to begin to shape their own lives.

## Our vision:

*'all pupils achieve the highest standard of educational outcomes regardless of circumstances or background.'*

## 1. Purpose

The purpose of this Policy is to confirm the Trust's commitment to equality and to valuing diversity as an employer and a provider of education. It outlines the fair employment practices and monitoring processes the Trust is committed to putting into place to support this.

The Trust recognises that the provision of equality of opportunity in all activities will bring an important benefit. It will help staff to develop to their full potential and enable the talents and resources of all staff to be utilised fully to maximise the effectiveness of the Trust.

All staff and Trustees are expected to co-operate fully with this Policy.

Any staff member or Trustee found to have committed an act or acts of discrimination or harassment may be subject to the Trust's disciplinary procedures. Proven discrimination or harassment may lead to dismissal.

## 2. Scope

The Policy applies to all employees, potential employees, supply staff, agency staff, volunteers and Trustees. The Policy should be read in conjunction with the:

- Equality Act 2010
- Equality Act 2010 (Specific Duties) Regulations 2011
- Public Equality Duty Statement

And other related Trust policies, for example:

- Equality and Diversity Policy (Schools)
- Equality and Diversity Statement
- Disciplinary Policy
- Grievance Policy
- Recruitment and Selection (including safer recruitment) Policy
- Staff Code of Conduct
- Trustee Code of Conduct

### **3. Commitment**

#### **Valuing Diversity**

The Trust is committed to building a workforce that reflects diversity, respects the communities it serves and values contributions from all staff from a wide range of different backgrounds. The Trust actively seeks to promote an environment that is free from discrimination and harassment where all staff are encouraged to fulfil their potential.

The Trust aims to promote equality irrespective of:

- Age
- Disability
- Pregnancy and maternity
- Sexual orientation
- Race to include nationality, ethnic or national origin
- Gender to include gender reassignment
- Marital status to include civil partnership
- Domestic circumstances
- Carer responsibilities
- Religion and belief
- Trade union membership

#### **Equal opportunity**

The Trust is an equal opportunities employer opposed to all forms of unlawful and unfair discrimination. The Trust is determined to ensure:

- everyone working in or coming into contact with the Trust is treated fairly and not discriminated against in any way.
- our employment practices comply fully with current equalities legislation and associated codes of conduct. Decisions on recruitment and selection, promotions, training and any other benefit are made objectively, without unlawful discrimination and are based upon clear objective criteria.

- the workforce, including volunteers and Trustees, reflects the diverse society which we serve and provides a working environment free from any form of discrimination, harassment, intimidation, bullying or victimisation.

## 4. Safe recruitment and selection

All recruitment will be carried out in accordance with the Trust's Recruitment and Selection procedures and Safer Recruitment practices which are aimed at ensuring that the most suitable candidate is appointed fairly to the job.

All advertisements will state that the Trust values equality and diversity. Selection will be based on objective and job-related criteria and the successful candidate will be chosen on his/her merits and abilities. Applicants will be asked to complete an equalities monitoring form as part of their application. This information will be separated from the application form and will be used for monitoring purposes only and will play no part in the selection process.

Our recruitment and selection practices comply with all appropriate employment law legislation and will be amended to reflect any subsequent legislative changes.

- **Nationality and Immigration Act 2006** - in order to comply with the provisions of this Act, the Trust will take steps to ensure all staff are eligible to work in the United Kingdom. Successful candidates will be asked to produce original and specified document(s) before a confirmed offer of employment is provided.
- **The Safeguarding Vulnerable Groups Act 2006** - in order to safeguard and protect the welfare of all pupils in our care, the Trust will ensure safe recruitment practices are followed. As such all employees, agency workers, contractors, volunteers, casual and supply staff will be required to provide relevant information for the Trust school's safeguarding register and single central register (SCR) to confirm their suitability to work with children.
- **Conditions of Service** - The Trust's terms and conditions of employment will be monitored regularly to ensure they are consistent with all equality and diversity requirements.

## 5. HR policies and procedures

The Trust's HR policies and procedures are reviewed regularly to update and improve current policies to promote equality of opportunities and meet all requirements. Human resource policies are applied consistently and fairly to all staff. In addition, staff have access to a range of policies which are designed to support and encourage flexibility and diversity in the workplace e.g. teacher guarantees, CPD policy and procedures.

## 6. Staff professional development

All staff have access to a range of professional development opportunities, promotion and on-line training at the Trust. All new employees receive a full induction which includes reference to the Trust's Equality and Diversity Policy and Procedures.

## 7. Implementation

Trustees and senior leaders have responsibility for the effective implementation of this Policy. The CEO is responsible at Trust level and Headteachers at school level.


All staff are expected to abide by the Policy and to help create an equality environment. In order to achieve this successfully the Trust will consistently:

- communicate the Policy regularly to all staff eg. through staff briefings.
- ensure the Policy is used effectively as a means of raising and discussing equality and diversity issues on a periodic basis to ensure all staff remain fully aware of their responsibilities in relation to the Policy.
- endeavour, through appropriate training and professional development, to ensure that the Trust will not consciously or unconsciously discriminate in the selection or recruitment of staff.
- regularly analyse the profile of its current workforce, Trustees and members, job applicants and appointments to assist the effectiveness of the Policy.

## 8. Complaints

Any breaches of the Policy should be reported in the first instance to the Headteacher at school level and the CEO of the Trust who will carry out further investigation and take all necessary action.

## 9. Monitoring and review

<b>Monitoring and review</b>	
<b>Links:</b>	Equality and Diversity Policy (Schools) Disciplinary Policy Grievance Policy Recruitment and Selection (including Safer Recruitment) Policy Staff Code of Conduct Trustee Code of Conduct
<b>Staff responsible:</b>	Headteachers CEO
<b>Committee responsible:</b>	Trust Board
<b>Date reviewed:</b>	December 2022
<b>Next review:</b>	December 2023
<b>Sign off by Chair of Trust:</b>	 Date: December 2022

- Please note that should there be any changes/further legal guidance issued relevant to this Policy, it will be updated accordingly prior to the review date shown above and referred to the next Trust Board meeting.

## 10. Change Management

Issue No:	Change date:	Change description:
1.0	Nov 2018	Initial release
2.0	Dec 2020	First review
3.0	Dec 2022	Second Review