

FCRT Equality & Diversity Policy

Policy Documentation

This policy should be read in conjunction with:

Every Child Matters
Statement of Purpose
Student/ Parent Handbooks
Staff Handbook (currently under review)
Anti-bullying Policy
E-Safety Policy
Whistle-blowing Policy
Teaching & Learning Policy
Single Equality Scheme

The FCRT will monitor the effectiveness of this policy by analysing relevant information, evaluating it and carrying out the appropriate actions as detailed in the Single Equality Scheme.

The FCRT's commitment to equality of opportunity and elimination of discrimination extends to applicants, students, staff, volunteers and visitors irrespective of age, disability, gender, gender reassignment, pregnancy and maternity status, race, religion or belief, and sexual orientation.

PHILOSOPHY STATEMENT

All students and staff including volunteers at FCRT are required to support the following philosophy statement in accordance with legal requirements, and the documents listed above. The FCRT believes:

- all individuals have the right to live their lives free from discrimination
- all individuals have a right to confidentiality in respect of personal information, if this does not infringe the rights of other people
- all individuals have the right to the protection of the law and access to the judicial process
- all individuals are unique and valuable, this is demonstrated by providing learning opportunities which enable young people with differing abilities to achieve their potential
- it is important to celebrate diversity amongst its students, staff and visitors and recognise the contribution which individuals with a wide range of backgrounds and experiences can make to the life of the FCRT
- that some individuals and groups experience discrimination and disadvantage in their access to education, training and employment. The FCRT is committed to redressing this through its policies and practices which promote equality and anti-discriminative practice within the current legislative framework
- that no individual or group should receive less favourable treatment as a consequence of their age, disability, gender, gender reassignment, pregnancy and maternity status, race, religion or belief, and sexual orientation. These are collectively known as "Protected Characteristics"
- that no individual or group should be subjected to any of the seven different types

of discrimination i.e. direct discrimination, associative discrimination, indirect discrimination, harassment, harassment by a third party, victimisation or discrimination by perception. These types of discrimination are amplified at Annex A.

RECRUITMENT

- Selection procedures, for students, staff and volunteers from the first contact, will promote equality and counter discrimination
- The FCRT will advertise vacancies in a way that attracts applicants and will take account of protected characteristics
- Procedures for student and staff recruitment will be transparent with respect to equality and diversity and applied consistently to all applicants
- Patterns of applications and selection across the FCRT will be monitored and procedures reviewed to ensure that the student and staff population reflects the composition of the local population and the FCRT's aims
- The staff application forms and the company files will include equality and diversity information.

STAFF TRAINING

- Appropriate training will be provided for staff on all aspects of Equality and Diversity
- Staff will be encouraged to review their practices and techniques to ensure that they meet the needs of individual students and are free from bias.

PROMOTION OF E&D AND PROTECTED CHARACTERISTICS

The FCRT is committed to promoting equality of opportunity and celebrate diversity. Therefore the FCRT will:

- eliminate unlawful or unfair discrimination
- promote equality of opportunity
- promote good relations between people of different groups
- promote practices which are not anti-discriminatory.
- agree a policy which is compliant with the legislation
- establish an action plan and timetable for the implementation of the policy
- communicate the policy to staff and students
- train staff as appropriate
- provide the resources necessary to implement the policy
- monitor the impact of its protected characteristics in its action plan
- identify and implement changes to bring about improvements in racial equality practice and outcomes
- monitor, by reference to protected characteristics, the recruitment and progress of students and staff
- publish its arrangements for communicating the results of its monitoring processes.

RESPONSIBILITIES

The FCRT Trustees are responsible for:

1. ensuring that the FCRT complies with legal requirements and meets all its duties, including the general and specific duties
2. ensuring the Equality & Diversity Policy and its procedures are followed
3. monitoring performance.

Managers are responsible for:

1. giving a consistent and high-profile lead on equality & diversity and inclusion issues
2. promoting the Equality & Diversity Policy inside and outside the FCRT
3. making sure the Equality & Diversity Policy and its procedures are followed
4. putting the policy and its strategies and procedures into practice
5. ensuring that all students and staff know their responsibilities, and receive support and training in order to carry these out
6. following the relevant procedures and taking action against students and staff who unlawfully discriminate against others
7. providing resources to enable staff to promote equality to ensure that learners are better prepared for moving on to diverse communities
8. notifying the Trustees of adverse Equality and Diversity impacts that affect any individuals or groups

All staff including volunteers are responsible for:

1. recognising and challenging discriminatory incidents, bias and stereotyping
2. promoting equality of opportunity and good relations, and avoiding unlawful discrimination against others
3. keeping up to date with the FCRT policy on Equality and Diversity and participating in training and learning opportunities
4. ensuring that no individual is treated less favourably on the basis of their protected characteristics
5. ensure that students are supported to follow an appropriate course of action if they feel that they have been discriminated against
6. ensuring that all aspects of the curriculum promote equality and diversity and positive images of all groups with protected characteristics
7. challenge and report all incidences of discriminatory behaviour including inappropriate / offensive comments relating to protected characteristics
8. ensuring students understand how to address discriminatory acts when in the wider community.

All students are responsible for:

1. participating in the learning of E&D and discrimination
2. ensuring that they do not make remarks which are discriminatory
3. working with other students and staff without discrimination against their protected characteristics
4. reporting incidents of verbal or other discrimination to a member of staff.

PUBLICITY & EXTERNAL RELATIONS

There is a requirement for the FCRT to promote Equality and Diversity through its publicity material and external relationships. This will be achieved by:

1. publicity that reflects positive images of differing protected characteristics
2. making information relating to the FCRT accessible to all sectors of the community
3. an equal opportunities statement in the FCRT information pack, website and on all staff recruitment advertisements
4. promotional events that reflect the diversity of the FCRT
5. developing local links to raise awareness of Equality and Diversity.

ENVIRONMENT & FACILITIES

The FCRT will endeavour to provide an environment together with facilities that are conducive to inclusion. This will be achieved by :-

1. making areas accessible to people with disabilities
2. providing facilities and services that are equitable to all students
3. displaying images in the FCRT that positively reflect diversity and counteract stereotypes
4. not displaying offensive or stereotypical images in the FCRT
5. providing facilities and opportunities for religious worship or observance of various faiths
6. providing a physical environment to ensure that students, staff and visitors feel safe and secure e.g. well lit campus, ground surfaces and signage which does not disadvantage those with disabilities
7. providing diverse menus reflecting dietary needs and preferences
8. auditing the FCRT environment and facilities, preparing and implementing an action plan.

BEHAVIOUR

The FCRT is committed to the eradication of discriminatory behaviour. Offensive racist, sexist, or homophobic language, harassment or other unacceptable behaviour will not be tolerated. All complaints of such behaviour will be investigated and treated seriously according to the FCRT complaints policy.

Unacceptable behaviour includes:

1. unwanted physical contact, insulting or abusive behaviour or gestures, physical threats or assault
2. unwanted comments or unwelcome advances, patronising titles or nicknames, propositions or remarks, innuendoes, lewd comments, jokes,

- banter or abusive language which refers to a person's protected characteristics
3. arranging meetings that would exclude individuals of certain protected characteristics
 4. unwanted non verbal conduct such as racially or sexually based graffiti referring to an individual's characteristics or private life, abusive or offensive gestures, leering, whistling, display of pornographic or suggestive literature, pictures or films/videos or inappropriate use of visual display units (VDUs) , network systems or mobile telephones for this use
 5. conduct which denigrates, ridicules, intimidates or is physically abusive of an individual or a group
 6. to discriminate against any individual in respect of an activity, service or opportunity because of an instance of misconduct for which an appropriate sanction has already been applied.

CURRICULUM

The FCRT places great emphasis on the promotion of Equality and Diversity within the curriculum. This will be achieved by:

1. promoting and progressing the understanding of Equality and Diversity throughout the 24 hour curriculum
2. session planning will include the recording of Equality and Diversity
3. staff observations will include Equality & Diversity
4. inviting the student council to contribute to the development of Equality and Diversity within the extended curriculum
5. staff developing learning materials which show groups of protected characteristics in a range of positive roles
6. providing resources that are free from prejudice and stereotypes
7. staff reviewing their practices and techniques to encourage student learning and ensuring that they meet the needs of individuals and are free from bias
8. the FCRT and its staff ensuring that assessment methods for qualifications and achievement do not disadvantage some groups of students and may seek approval for alternative strategies where this is within scope
9. positively promoting anti-discriminatory practice.

Staff will also ensure that every reasonable step is taken to use appropriate formats in language, material or approach in relation to a student's protected characteristics. This will be achieved by ensuring that it:

1. is not offensive to members of particular groups
2. is capable of being understood by a student
3. is not stereotyped or has biased attitudes
4. does not assume such experiences have been had by all students
5. does not assume contexts are not equally meaningful to all students
6. does not includes terms or concepts or forms of presentation which are unfamiliar
7. does not employ techniques that are difficult for some students to use
8. does not require activities that cannot be performed by some students.

(Items 6, 7, 8 do not preclude personalised learning.)

Off site curricular activities will be provided equitably to all students unless reasonable adjustments cannot be made e.g. where health and safety considerations cannot be met.

The FCRT will provide equal access to appropriate social, cultural, creative, sports and leisure experiences for all students and wherever possible will seek integration with student's peers and the wider community.

Both the extended curriculum, together with the review systems, will provide support for students moving on to more diverse communities.

WORK EXPERIENCE PROVIDERS

As far as possible students should have the opportunity to gain work experience. FCRT employs a Work Experience Co-ordinator who encourages employers to adopt a positive approach to students on work placement regardless of their protected characteristics.

The FCRT will seek confirmation that Work Experience Providers promote or foster an awareness of Equality and Diversity and that they have a policy. Where a provider does not hold such a policy the FCRT will support them to write a policy if they wish to do so.

EQUALITY & DIVERSITY IMPROVEMENT

The FCRT will welcome suggestions from both staff and students for improving any Equality and Diversity issues. Where appropriate and approved, the FCRT will provide resources for their implementation.

E&D MONITORING

FCRT will monitor E&D through:

1. applicants and staff
2. its environment and facilities to ensure they positively reflect student and staff protected characteristics
3. student trends covering the protected characteristics
4. student destinations and learner views.

Identified areas of weakness or risk will be addressed through Head of Department meetings, and upward to Trustee level.

The effectiveness of this policy will be equality impact assessed bi-annually by the College Co-ordinator from August 2012 and February 2013.

APPENDIX A

Equality Act 2010 – Types of Discrimination

Direct discrimination	Person treated less favourably than another because of a protected characteristic
Associative discrimination	Direct discrimination when someone is associated with another person with a protected characteristic
Indirect discrimination	When a rule or policy applies to everyone, but disadvantages a person with a protected characteristic
Harassment	Behaviour deemed offensive by the recipient; others can now complain of behaviour they find offensive, even if it is not directed at them
Harassment by a third party	Employers are potentially liable for the harassment of their staff or customers by people they don't themselves employ, eg, an on-site contractor
Victimisation	When someone is treated badly because they have made (or supported) a complaint or grievance under this legislation
Discrimination by perception	Direct discrimination against someone because others perceive the person has a protected characteristic (even if they don't).

Equality Act 2010 – Protected Characteristics

Age
Disability
Gender
Gender Reassignment or Transgender
Pregnancy & Maternity
Race or Ethnicity
Religion or Belief
Sexual Orientation