

Employment Equality Policy

July 2024

Date Approved:	July 2024	Review Date:	July 2026	Approved by:	The Trust Board
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1 INTRODUCTION

- 1.1 The Trust Board of Fareham Academy recognises its responsibilities in the employment of staff in the school and in its teaching and learning approaches. In accordance with those responsibilities, it wishes to ensure the fair and equal treatment of all its staff, students, all those who are applicants to work in the school and those individuals who undertake work on Academy premises. We have due regard to the need to ensure that persons with a protected characteristic are not disproportionately, negatively impacted as a result of our decision or policy making. This policy sets out the principles under which The Trust Board of the Academy will operate to meet these aims.

2 AIMS

- 2.1 The Trust Board of the Academy is committed to equality for all in the appointment, development, training and promotion of staff, and in all dealings with students and parents of the school. The over-riding premise that will be adhered to in matters of equality, by all governors and staff in the Academy, is that everyone has the right to be treated with dignity and respect. The Trust Board is also committed to fostering good relations between persons who share a protected characteristic and those who don't and will have due regard to the need to tackle prejudice and promote understanding. The Trust Board welcomes any comments or contributions to this policy and ways in which it might be improved.
- 2.2 All aspects of Academy life should be equally accessible to different ability groups, to students of both genders, students with disabilities and to students of all social, cultural and ethnic backgrounds.

3 DISCRIMINATION

- 3.1 Staff must not unlawfully discriminate against or harass other people including current and former employees, job applicants, students, parents and visitors. All forms of discrimination (including direct and indirect discrimination, harassment or victimisation) are prohibited under this policy and are unlawful.
- 3.2 The Trust Board recognises that the avoidance of discrimination is not sufficient to ensure that equality exists in the school. The Trust Board will therefore give full consideration to measures of positive action which may assist in achieving the aims of this policy and more broadly the aims of the Equality and Diversity Policy. This is action designed to encourage or facilitate the employment or training of minority or disadvantaged groups.
- 3.3 The Trust Board will not discriminate in favour of individuals from specific groups (positive discrimination), but it will take positive action which enables members of those groups to compete on an equal basis.

4 PREVENTION OF SEXUAL HARASSMENT

- 4.1 We recognise the importance of providing a safe working environment for all. Over recent years, various campaign groups in the UK have identified concerning statistics about the level of sexual harassment in the workplace. To support our commitment to provide and maintain a working environment free from sexual harassment, we shall ensure that:
- 4.1.1 **We foster an inclusive culture:** We have adopted a zero-tolerance approach to harassment, which is supported and implemented by our senior leadership team and our managers. All staff are expected to treat each other with respect and to facilitate an environment where everyone feels able to communicate concerns with confidence to their managers. We shall also ensure that all new

joiners are made aware of our commitment to this policy and an inclusive culture.

4.1.2 **Staff are appropriately trained:** We aim to provide staff with appropriate training to ensure that (i) managers are able to properly implement this policy; and (ii) all staff are aware what sexual harassment is and our zero-tolerance approach to the same.

4.1.3 **We implement an effective complaints process:** Our complaints process is set out at in the Academy's Grievance Policy. We shall ensure that all complaints of sexual harassment are handled and investigated properly and empathetically.

5 **RECRUITMENT AND SELECTION**

5.1 Recruitment, promotion, and other selection exercises such as redundancy selection will be conducted on the basis of merit, against objective criteria that avoids discrimination. Shortlisting should be done by more than one person and with Human Resources advice, where possible.

5.2 Vacancies will be advertised openly and will normally be available for members of staff in the Academy to apply. In most cases vacancies will be advertised externally unless there are exceptional reasons why this should not occur, for example in situations of potential redundancy. The Academy will avoid using wording in advertisements which may discourage particular groups from applying.

5.3 The Academy is required by law to ensure that all employees are entitled to work in the UK. Assumptions about immigration status should not be made based on appearance or apparent nationality. All prospective employees, regardless of nationality, must be able to produce original documents (such as a passport) before employment starts, to satisfy current immigration legislation.

6 **TRAINING AND PROMOTION**

6.1 Training needs will be identified through regular appraisals. Appropriate access to training will be given to enable staff to progress within the Academy and all promotion decisions will be made on the basis of merit. Requests for training will be considered in accordance with the Academy's operational priorities, based on the Academy's overall development plan and budget allocations.

7 **DISABILITIES**

7.1 If an employee is disabled or becomes disabled, they are encouraged to tell the Academy about their condition so that the Academy can support them as appropriate.

8 **PART-TIME AND FIXED-TERM WORK**

8.1 Part-time and fixed-term staff should be treated the same as comparable full-time or permanent staff and enjoy no less favourable terms and conditions (on a pro-rata basis where appropriate), unless different treatment is justified.

9 **BREACHES OF THIS POLICY**

9.1 Breaches of this policy are taken very seriously and will be dealt with under the Academy's Disciplinary Procedure. Serious cases of deliberate discrimination may amount to gross misconduct resulting in dismissal.

- 9.2 If a member of staff believes they have suffered discrimination, they can raise the matter through the Academy's Grievance Policy. Complaints will be treated in confidence and investigated as appropriate.

10 **MONITORING**

- 10.1 This policy can only be shown to be effective if its implementation is properly monitored. Given the scope of the policy, this means monitoring both the existing staff of the Academy and all applications from outside of the Academy. The Academy will therefore keep records of existing staff and new applicants which can be analysed to provide data to assess whether this policy is working in practice.