

Employment Equality Policy

June 2026

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1 INTRODUCTION

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

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 overriding premise is that everyone has the right to be treated with dignity and respect. The Trust Board is also committed to fostering good relations and tackling prejudice.

All aspects of Academy life should be equally accessible to different ability groups and backgrounds.

3 DISCRIMINATION

Staff must not unlawfully discriminate or harass others. All forms of discrimination are prohibited. The Trust Board will consider positive action where appropriate. Positive discrimination will not take place.

4 PREVENTION OF SEXUAL HARASSMENT

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:

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.

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.

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.

RECRUITMENT AND SELECTION

Merit-Based and Objective Selection

- Recruitment, promotion, and selection processes will be conducted fairly and consistently, based on merit and objective criteria.
- Decisions will be made solely on the basis of skills, experience, qualifications, and suitability for the role
- Selection criteria will be clearly defined in advance and applied consistently to all candidates
- All individuals involved in recruitment will act in accordance with this policy and relevant legislation

Advertising Vacancies

- Vacancies will be advertised openly to ensure transparency and to attract a diverse pool of applicants.
- Opportunities will normally be advertised both internally and externally, unless there is a valid operational reason not to do so
- Advertising timelines will be reasonable to allow sufficient opportunity for applicants to apply
- Information about the role, requirements, and application process will be clear and accessible

Inclusive Job Adverts

The Academy promotes inclusive job advertising practices.

- Job descriptions and adverts will use clear, inclusive, and non-discriminatory language
- Adverts will avoid unnecessary criteria that could disproportionately disadvantage certain groups
- The Academy's commitment to equality, diversity, safeguarding, and inclusion will be clearly stated
- Applications from underrepresented groups will be encouraged

Equal Access to Job Opportunities

The Academy will ensure that all individuals have equal access to employment opportunities.

- Recruitment processes will be accessible to all applicants
- Vacancies will be promoted through appropriate channels to reach a wide and diverse audience
- Information will be made available in alternative formats where requested
- Barriers to application will be reviewed and minimised wherever possible

Shortlisting and Selection Processes

Shortlisting and selection will be carried out fairly and consistently.

- Shortlisting decisions will be based solely on how well candidates meet the published criteria
- Wherever possible, more than one person will be involved in the shortlisting process
- Records of decisions will be maintained to ensure transparency and accountability
- Interview questions and assessment methods will be standardised and relevant to the role

Reasonable Adjustments for Candidates

The Academy is committed to ensuring that disabled candidates and those with additional needs are not disadvantaged.

- Reasonable adjustments will be made throughout the recruitment process, including at application, shortlisting, and interview stages
- Candidates will be given the opportunity to request adjustments, which will be considered promptly and fairly
- Adjustments may include alternative formats, extra time, accessible venues, or modified interview arrangements

Safer Recruitment

All recruitment processes will align with the Academy's safeguarding responsibilities and Safer Recruitment requirements.

- Appropriate pre-employment checks will be carried out, including identity verification, DBS checks, references, and right to work checks
- At least one member of the recruitment panel will be Safer Recruitment trained, where required
- Candidates' suitability to work with children and young people will be rigorously assessed
- Any concerns identified during recruitment will be appropriately investigated and recorded

6 TRAINING AND PROMOTION

Identification of Training Needs

Training and development needs will be identified through the Academy's appraisal and performance management processes. These processes will ensure that:

- Individual development needs are regularly reviewed
- Training aligns with both personal career aspirations and Academy priorities
- Staff are supported to improve their effectiveness and professional practice

Equal Access to Professional Development

The Academy is committed to providing fair and equal access to professional development for all staff.

- Training opportunities will be communicated clearly and made accessible to all staff, regardless of role, status, or working pattern
- Part-time, fixed-term, and support staff will have the same access to development opportunities as full-time staff (on a pro-rata basis where appropriate)
- The Academy will seek to remove barriers to participation, including considering

reasonable adjustments where required

Range of Development Opportunities

The Academy will provide a range of professional development opportunities, which may include:

- Internal and external training courses
- Coaching and mentoring
- Collaborative working and peer learning
- Leadership development programmes
- Opportunities to gain additional qualifications or experience

Promotion and Career Progression

- Promotion decisions will be made fairly and transparently, based on merit and objective criteria.
- Selection processes will be consistent and free from bias
- Clear criteria and expectations for promotion will be communicated in advance
- Staff will be supported to develop the skills and experience required to progress

Supporting Career Development

The Academy will actively support staff in their career development by:

- Encouraging discussions about career aspirations during appraisal
- Providing guidance on progression routes and opportunities within the Academy
- Offering development opportunities that prepare staff for future roles

Alignment with Academy Priorities

All training and development activity will be considered in line with:

- The Academy's strategic priorities and improvement plans
- Available resources and budget
- The needs of students and the wider school community

7 DISABILITIES

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

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

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.

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**

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.

11 **EMPLOYMENT PRACTICES**

Fair and Transparent Practices

All employment practices within the Academy will be fair, transparent, and applied consistently. Decisions relating to recruitment, pay, promotion, training, and performance will be based on objective criteria and free from bias or discrimination. Clear processes will be in place to ensure accountability and consistency across the Academy.

Pay and Grading

The Academy is committed to ensuring that pay and grading structures are equitable and compliant with relevant legislation.

- Pay will be determined in line with agreed pay scales and frameworks.
- Regular reviews will be undertaken to ensure fairness and consistency across roles.
- Equal pay principles will be upheld, ensuring that individuals performing work of equal value are rewarded equally, regardless of protected characteristics.

Promotion Opportunities

The Academy will ensure that all staff have equal access to promotion opportunities.

- Promotion processes will be transparent, clearly communicated, and based on merit.
- Selection criteria will be applied consistently.
- Opportunities for career progression will be actively promoted to all staff, including underrepresented groups.

Professional Development

The Academy recognises the importance of continuous professional development and is committed to supporting staff in reaching their full potential.

- All staff will have access to appropriate training and development opportunities.
- Development needs will be identified through appraisal and performance management processes.
- Opportunities for leadership development and career progression will be made available where appropriate.

Flexible Working

The Academy acknowledges the importance of work-life balance and will support flexible working practices where possible.

- Requests for flexible working will be considered fairly and in line with operational requirements.
- Decisions will be made objectively and not on the basis of assumptions or bias.
- Flexible arrangements may include adjustments to working hours, patterns, or locations where feasible.

Performance Management

Performance management processes will be fair, supportive, and developmental in nature.

- All staff will be subject to consistent and transparent performance review processes.
- Objectives will be clear, measurable, and aligned with Academy priorities.
- Feedback will be constructive, and support will be provided to help staff improve and succeed.
- Any concerns regarding performance will be addressed promptly and fairly.

Staff Wellbeing

The Academy is committed to promoting and supporting staff wellbeing.

- A positive and respectful working environment will be maintained.
- Workloads will be managed as effectively as possible to reduce unnecessary stress.
- Staff will be encouraged to raise concerns and seek support where needed.
- Appropriate wellbeing initiatives and support mechanisms will be made available.