



Equal Opportunities Policy

Committee responsible: **WS SMT**

Effective from: **Feb 2010** to: **June 2011**

Scope: This document is for use by the Whole School Community

Policy Leader:

Dr S Sommer

Checked by:

Whole School SMT

Authorised by:

Governors

Signature:

Signature:

Signature:

Date:

9th February 2010

Date:

17th February 2010

Date:

Distribution List

1. Board of Governors
2. Headmaster
3. Head of the Junior School
4. Teaching Staff
5. Administrative Staff
6. Support Staff
7. Parents

General Statement

This school is committed to securing equality of opportunity through the creation of an environment in which individuals are treated on the sole basis of their relevant merits and abilities. This commitment is shared by pupils, staff and governors.

We oppose all forms of unlawful discrimination on the grounds of race, religion, gender, marital status, sexual orientation or disability and aim to ensure equal treatment for everyone in all aspects of school life.

The school welcomes and encourages the open and frank exchange of information between all interested parties.

Main Equality Areas

Race, Religion, Gender, Disability, Marital Status or Sexual Orientation

We will not tolerate any form of discrimination against anyone on the grounds of their colour, race, religion; on the grounds of their sex, marital status or sexual orientation; on the grounds of any disability, physical or mental.

Harassment of anyone on any such grounds, which may include the type of conduct listed below, inside or outside of the classroom will be treated as discrimination:

- a) physical harassment including gestures and assault;
- b) verbal or written (including electronic communication) abuse, intimidation, derogatory name-calling, insults threats and jokes;
- c) visual displays of offensive material including posters and graffiti;
- d) issuing/wearing of racist materials, eg leaflets, magazines, insignia;
- e) inciting others to behave in a racist or sexist manner, or in a manner offensive to the disabled;
- f) isolation or exclusion from social activities;
- g) refusing to co-operate with others on racial grounds, or on account of sex, marital status or sexual orientation or on grounds of disability.

Informal Procedure

Any adult subjected to discrimination is encouraged to settle the matter by discussing it with the individual, group or member of staff involved. If such an approach is impractical or unsuccessful the incident should be reported to a member of Senior Management who will consider with the individual or group how the problem may best be resolved on an informal basis.

Any pupil subjected to discrimination should report it immediately to their tutor or any teacher who will contact Senior Management as above.

Formal Procedure

- If the formal procedure is invoked then the incident will be reported to the Headmaster and placed on record.
- It will be investigated by a senior member of staff within a reasonable time scale through interview and the production of written, signed statements from the complainants and those alleged to have committed an offence.
- Parents/guardians will be kept informed of the situation.
- The senior member of staff will report the findings to the Headmaster who will decide on suitable sanctions, if any, eg detention, temporary exclusion, permanent exclusion.
- In extreme cases counselling may be recommended.

Awareness

- Staff and pupils will be made aware of the school's policy on equal opportunities, including harassment and discrimination on grounds of race, religion, gender, marital status, sexual orientation or disability; the pupils through the PSHE Programme, assemblies and tutor time and staff through appropriate training.
- Parents and Governors will receive full copies of the policy on request.
- The policy will be reviewed and updated annually.