

**Leicestershire Secondary SCITT****Equal Opportunities Policy Statement and Operating Procedures 2014/15****1. Introduction**

The Leicestershire Secondary SCITT is committed to equality, diversity and inclusion in its recruitment, selection and provision of training and employment in line with the Equality Act 2010. It expects that all staff and trainees will contribute to and actively support the Leicestershire Secondary SCITT in working towards the elimination of discrimination the promotion of equality, diversity and inclusion in terms of the SCITT's programme of training, employment opportunities and support for trainees and staff welfare and good working relations.

We welcome and value diversity of origin, background and experience amongst the staff and trainees as enriching the experience of all those who participate in the life and work of the Leicestershire Secondary SCITT. We understand the need to ensure that those with protected characteristics are not discriminated against and are given equality of opportunity.

A protected characteristic under the act include:

- Race
- Disability
- Gender / Gender reassignment
- Age
- Maternity & Pregnancy
- Sexual orientation
- Religion or belief
- Marriage / Civil Partnership

The Leicestershire Secondary SCITT will not tolerate prejudice or discrimination which undermines the dignity of any of its staff, trainees, visitors or external providers associated with the work of the Leicestershire Secondary SCITT.

**2. Elimination of Discrimination**

The Leicestershire Secondary SCITT is committed to the elimination of discrimination on the grounds of all protected characteristics within the Equality Act 2010 and the general and specific duties therein, social and economic background or any other factors not relevant to the individual's ability to work for or study with the Leicestershire Secondary SCITT.

Widening Participation and Internationalisation are key to the Leicestershire Secondary SCITT's ethos. No applicant, trainee, member of staff or external provider will receive less favourable treatment on the above grounds or will be disadvantaged by conditions or requirements which have a disproportionately adverse effect on his or her group which cannot be shown to be justifiable other than on the grounds stated.

**2.1 Recruitment and promotion of staff**

Selection criteria and procedures will be frequently reviewed to ensure that staff are selected, promoted and treated on the basis of their relevant merits and abilities and that no issues which are irrelevant to the needs of posts are considered as part of selection processes. Disabled applicants who meet essential selection criteria will be considered equally alongside non-disabled applicants. All staff engaged in the recruitment and selection activities will be required to undertake safer recruitment training and refresh this training periodically as and when appropriate.

**2.2 Compulsory training for staff**

All staff who work for the SCITT will be required to undertake compulsory training in equality, diversity and inclusion which forms part of the annual training for all teaching staff at Rushey Mead Teaching School. All staff engaged in the recruitment and selection activities will be required to undertake safer recruitment training and refresh this training periodically as and when appropriate.

### **2.3 Selection of trainees**

Selection criteria will ensure that prospective trainees are considered on the basis of relevant qualifications and experience that make them suitable for ITT and not on the basis of any other criteria as stated above.

### **3. Promotion of Equality, Diversity and Inclusion**

The Leicestershire Secondary SCITT and its alliance partner schools are committed to the positive promotion of equality, diversity and inclusion and the establishment of a culture of equality, diversity and inclusion which goes beyond simple compliance with legislation.

#### **3.1 Appropriate conduct of staff and trainees**

All members of staff and trainees will be expected to conduct themselves with proper respect for others. Processes will be put in place to deal with overt acts of harassment and/or discrimination. These will be recorded on a formal **Incident Log** and followed up by the ITT steering group and Programme Manager.

#### **3.2 Incident Log**

The log will cover all incidents related to racism, sexism, equal opportunities, bullying or persistent poor behaviour.

The log will be completed with clear details of the incident.

Copies provided to the Programme Manager and ITT Steering group Chair

The Chair and Programme Manager will direct the steering group as to the appropriate course of action to take.

### **4. Monitoring and impact assessments**

The Leicestershire Secondary SCITT will maintain staff and trainee records for the purpose of monitoring the success of its equality, diversity and inclusion policy. These will include:

- Application data
- Trainee Progression & Achievement
- Completion rates
- Employment rates
- Complaints/Cause for concern/ Disciplinary

Impact Assessments will be undertaken to consider Leicestershire Secondary SCITT actions taken and proposed, including the drafting of any policies and procedures in relation to equality and diversity. Any evidence of possible adverse impact will be investigated and the findings will inform strategic developments, action planning or specific activities.

Priorities, responsibilities and timescales associated with the commitment to promote equality, diversity and inclusion will be specified in an action plan to be ratified by the ITT Steering Group. The results of monitoring and impact assessments will be published, as appropriate, including the publishing of an equality, diversity and inclusion Annual Report.

**Further guidance on the Equality Act 2010 can be found on the Leicester City Council Website:**

[www.leicester.gov.uk/equalityguidance](http://www.leicester.gov.uk/equalityguidance)