

## **Equality, Diversity and Inclusion Policy**

We are committed to delivering equality of opportunity for all applicants, students, staff and volunteers, visitors and beneficiaries irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race/ nationality, religion/ belief or none, sex, and sexual orientation and eliminating all forms of unfair, unjust and unlawful discrimination as well as all forms of harassment and bullying. FCRT promotes British Values of democracy, the rule of law, individual liberty, mutual respect and tolerance.

### **Philosophy Statement**

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

1. all individuals have the right to live their lives free from discrimination
2. all individuals have a right to confidentiality in respect of personal information, if this does not infringe the rights of others
3. all individuals have the right to the protection of the law and access to the judicial process
4. all individuals are unique and valuable, demonstrated by providing learning opportunities which enable young people with differing abilities to achieve their potential
5. 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
6. 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 inclusion and anti-discriminative practice within the current legislative framework
7. that no individual or group should receive less favourable treatment as a consequence of age, disability, gender reassignment, marriage & civil partnership, pregnancy & maternity status, race, religion or belief, sex and sexual orientation collectively known as the "Protected Characteristics"
8. that no individual or group should be subjected to any of the different types of discrimination i.e. direct discrimination, associative discrimination, indirect discrimination, harassment, victimisation or discrimination by perception. These types of discrimination are amplified at Annex A.

### **Recruitment**

1. Selection procedures, for students, staff and volunteers from the first contact, will promote equality and counter discrimination
2. The FCRT will advertise vacancies in a way that attracts applicants and will take account of protected characteristics
3. Procedures for student and staff recruitment will be transparent with respect to equality and diversity and applied consistently to all applicants
4. Patterns of application 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

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5. The staff application forms and company files will include equality and diversity information.

### **Staff training**

1. Appropriate training will be provided for staff on Equality and Diversity
2. 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 the protected characteristics**

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

1. eliminate unlawful or unfair discrimination
2. promote equality of opportunity
3. promote good relations between people of different groups
4. promote practices and policies which are anti-discriminatory
5. have an action plan and timetable for any implementation of policy
6. communicate the policy to staff and students
7. train staff as appropriate
8. provide the resources necessary to implement any policy
9. monitor the impact of its protected characteristics in its action plan
10. monitor, by reference to protected characteristics, the recruitment and progress of students and staff
11. 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 its duties
2. ensuring the Equality, Diversity & Inclusion Policy and its procedures are followed

Managers are responsible for:

1. giving a 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 in order to carry these out
6. following the relevant procedures and taking action against students and staff who unlawfully discriminate against others
7. enabling 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, Diversity & Inclusion and participating in training and learning opportunities

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4. ensuring that no individual is treated less favourably on the basis of their protected characteristics
5. ensuring 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, diversity & inclusion and positive images of all groups with protected characteristics
7. challenging and reporting 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 Equality, Diversity & Inclusion and identifying 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, Diversity & Inclusion.

### **Environment & facilities**

The FCRT will 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
5. providing facilities and opportunities for religious worship or observance of various faiths and none
6. providing a physical environment to ensure that students, staff and visitors feel safe and secure, e.g. well-lit campus and ground surfaces insofar as possible in an equine environment and signage which does not disadvantage those with disabilities
7. providing alternative 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, bullying 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 and may be 'My Concerned'.

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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, films/videos, images, streaming or inappropriate use of and media, social or otherwise, 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. discriminating 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, Diversity & Inclusion within the curriculum. This will be achieved by:

1. promoting and progressing the understanding of Equality, Diversity & Inclusion throughout the extended curriculum
2. discussion with students and the daily newspapers – Mirror and Mail and The I
3. session planning will include the recording of Equality, Diversity & Inclusion
4. staff observations will include Equality, Diversity & Inclusion
5. learning materials which show groups of protected characteristics in a range of positive roles
6. providing resources that are free from prejudice and stereotypes eg. Educate Against Hate
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 and approach in relation to a student's protected characteristics. This will be achieved by ensuring that formats:

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

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

Offsite 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.

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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 a 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.

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

### **Equality, Diversity & Inclusion improvement**

The FCRT welcomes suggestions from both staff and students for improving any Equality, Diversity & Inclusion issues. Where appropriate, FCRT will provide resources for their implementation.

### **Equality, Diversity & Inclusion monitoring**

FCRT will monitor 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 the Middle Management and Senior Management Meetings and upwards to Trustee level.