

**Altus Education Partnership**  
**Single Equality Scheme**

<b>Approval Body</b>	<b>SLT</b>
<b>Date of Approval</b>	<b>May 2018</b>

## Single Equality Scheme

### Introduction

This policy is informed by the general and specific duties set out in the Equality Act 2010 and sets out how the College will meet its legal and statutory requirements. It is available on the College website with copies in alternative formats available upon request.

The principle of equality that underpins the **Equality Act 2010** is intended to promote and protect the dignity of all persons in society. This involves, where appropriate, dealing with the specific needs of persons with particular protected characteristics. In some cases this may involve balancing different needs associated with different characteristics.

It is the responsibility of every student, member of staff and visitor to make sure they do not unlawfully discriminate and/or harass another person or persons in any way. It is the responsibility of all to uphold this Single Equality Policy.

### Definitions

**Discrimination** - The College will not accept behaviour towards people which results in them being treated worse or less favourably than others are being treated because of a protected characteristic.

**Harassment** - The College will not accept behaviour towards people which is offensive, might threaten their security or create an intimidating or hostile environment which could hinder their performance and/or affect their personal well-being

**Disability** - Under the Equality Act 2010, you are considered disabled if you have a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to do normal daily activities.

**Victimisation** - The College will not accept one person treating another badly because s/he in good faith has taken or supported any action under The Act.

### Protected Characteristics - Equality Act 2010

- Age
- Disability
- Gender Reassignment
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex
- Sexual Orientation
- Marriage and civil partnerships

All alleged incidents of discrimination, harassment and/or victimisation will be dealt with according to the College's harassment / bullying policies and disciplinary procedures.

## **RSFC Commitments**

- The College will not tolerate any forms of less favourable treatment of individuals and/or groups, whether through direct or indirect discrimination, harassment, victimisation or segregation on the grounds of age, being or becoming a transsexual person, being married or in a civil partnership, being pregnant or having a child, disability, ethnicity, race (including colour, nationality, ethnic or national origin), religion, belief (or lack of religious belief), sex, sexual orientation.
- The College seeks to avoid stereotyping and will ensure that all people (staff, students and others) are treated as individuals in their own right.
- The College actively celebrates diversity and we aim to ensure that differences between people, groups and identities are understood, valued and respected, ensuring that any discrimination is identified and remedied.
- The College is committed to equality of opportunity via a proactive approach, by identifying students' needs and supporting them, to ensure we narrow any achievement gaps.
- The College ensures that this policy is implemented, rigorously monitored and reported upon annually.

## **Outline of the Components of E & D at RSFC**

- All students are interviewed prior to enrolment ensuring students receive support and pre-course guidance so they choose the right course combination for their future aspirations; this guidance is free from bias or prejudice.
- We are committed to ensuring that all students receive the best possible learning experience. All RSFC students follow a study programme that includes A Levels, Tutorial and Enrichment which is free from bias and promotes equality and diversity. Teaching is tailored to meet the needs of learners.
- Staff and students are provided with a positive working environment and are protected from harassment, bullying or discrimination. Students have a Personal Progress Tutor as well as support and advice from all other members of staff to ensure they feel safe.
- All tutorial groups have a representative on the Student Union. A member of the Student Executive will oversee student voice for the Student Body.
- Student focus groups take place throughout the year and questions around equality and diversity are always asked and acted upon.
- The College seeks to employ professionals who reflect the diverse community at large, because we value the individual contributions of all people. It trains staff so that they understand their roles and responsibilities in relation to equality and diversity. Promotion procedures are designed to eliminate any bias or discrimination.
- Schemes of work, lesson content and teaching resources demonstrate sensitivity to issues of equality and diversity. The tutorial system programme of study addresses this area directly.
- All key performance data is analysed to identify gaps between groups of learners.
- The College has been developing partnership links with a broad range of other institutions and agencies to support Rochdale Borough in achieving community cohesion, help the College to understand the community we serve and strengthen the aspirations in the borough.
- The Rochdale Sixth Form College strategic plan fosters a positive ethos with regard to Equality and Diversity. Equality and Diversity objectives are identified and reviewed.

## **Responsibilities**

- The Principal and the Trust Board have overall responsibility for meeting the legal requirements of the Single Equality Scheme and ensuring the policy is followed.
- The Senior Leadership Team has responsibility for ensuring that fair and adequate arrangements are in place to raise staff awareness of their responsibilities under equality legislation. The Senior Leadership Team will, meet termly as the Equality Forum to review all activities and progress towards the objectives.
- The Senior Vice Principal has responsibility for ensuring that fair and adequate arrangements exist for the handling and recording of all aspects of the employment relationship, and for helping to raise Support Staff awareness of their responsibilities under equality legislation to ensure the policy is implemented effectively. Giving active support to the policy involves ensuring the Support Staff understand and implement the policy.
- The Associate Vice Principal has responsibility to work with the Student Union, students, and staff to ensure that any breaches of the Single Equality Scheme are identified, reported and remedied.
- The Associate Vice Principal along with the Students Performance and Development Leader Team have a responsibility to plan and deliver bespoke tutorials that actively promote and support the RSFC commitments.
- Subject Leaders have a responsibility to ensure the policy is implemented effectively, by giving active support to the policy and ensuring curriculum staff understand and implement it. They will also ensure their Curriculum Area is monitored, and any breaches of the Single Equality Scheme are identified, reported and remedied.
- All staff, students and governors have a personal responsibility for the practical application of the Single Equality Scheme.

## **Reviewing and Monitoring Equality and Diversity**

The Associate Vice Principal has lead responsibility on Equality Issues and chairs the Equality Forum, which ensures:

- The development of appropriate policies and procedures that meet the College's legal duties and enable it to address and identify areas for development.
- That the College identifies and disseminates good equality practices.
- That the College considers and recommends relevant training programmes for staff, governors and students.
- That the College identifies key action points and areas for development from the use of college data, reviews and complaints.
- That the College sets targets for future improvements and monitors their implementation.

## **Breaches of the Policy**

Breaches of the Single Equality Scheme will be dealt with under staff or student disciplinary procedures as applicable.

### **How we will deal with Complaints**

#### **The College will:-**

- Preserve, as far as possible, the confidentiality of the complainant.
- Respond promptly (within one working week).
- Ensure the complainants have the right to representation and the right to appeal.
- Protect individuals from malicious or unwarranted complaints.
- Monitor of and report on all complaints or grievances made by students or staff.

#### **How to make a complaint:-**

**Students** should follow the complaints procedure and contact their Personal Progress Tutor, who must record this information and forward it to The Assistant Principal (Curriculum, Assessment and operations).

**Staff** should refer to the Grievance Procedure.

#### **Parents or Members of the Public**

Parents/carers should feel free to contact their son/daughter's Personal Progress Tutor or can write to: The Principal, Rochdale Sixth Form College, College Road, Rochdale.