Yardleys School

WORKING TOGETHER FOR A BETTER FUTURE

EQUAL OPPORTUNITIES IN EMPLOYMENT POLICY

Adopted by Trustees:

Signed: ……

Date: ……

POLICY INFORMATION

Date of last review	September 2026	Review period	Two years
Date ratified by governors	September 2026	Governors' committee responsible	FPS
Policy owner	Gemma Webb	SLT member responsible	Gemma Webb
Date of next review	September 2028		

Reviews/revisions

Review date	Changes made	By whom
September 2018	None	
September 2020	None	
September 2022	None	
September 2024	Page 3 & 4 – inclusion of referral to The Yardleys Way Page 4 – reference to the new menopause policy 'governing body' replaced with 'trust board' throughout policy	Gemma Webb
September 2026	None	

Dates of linked staff training (if applicable)

Date	Course title	Led by

EQUALITY AND GDPR

All Yardleys' policies should be read in conjunction with our Equal Opportunities and GDPR policies.

Statement of principle - Equality

We will take all possible steps to ensure that this policy does not discriminate, either directly or indirectly against any individual or group of individuals. When compiling, monitoring and reviewing the policy we will consider the likely impact on the promotion of all aspects of equality as described in the Equality Act 2010.

Statement of principle - GDPR

Yardleys School recognises the serious issues that can occur as a consequence in failing to protect an individual adult's or child's personal and sensitive data. These include emotional distress, physical safety, child protection, loss of assets, fraud and other criminal acts.

Yardleys School is therefore committed to the protection of all personal and sensitive data for which it holds responsibility as the Data Controller and the handling of such data in line with the data protection principles and the Data Protection Act (DPA)/GDPR.

Statement of principle – Yardleys Way

Yardleys School treats everyone equally and we value everyone the same irrespective of age; disability; gender reassignment; marriage or civil partnership; pregnancy or maternity; race; religion or belief; sex; and sexual orientation.

The Trust Board of Yardleys School is committed to a policy of equal opportunities in employment, as outlined in the Yardleys Way, whereby individuals are selected, trained, promoted and treated on the basis of their relevant merits, skills and competency.

All members of staff and job applicants will receive equal treatment regardless of:

- disability
- age
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation.

These are known as 'protected characteristics' as outlined in the Equality Act 2010 which defines direct discrimination as less favourable treatment because of a protected characteristic.

The Act brought together and simplified nine separate pieces of discrimination legislation and created a more consistent and effective framework, while at the same time extending protection against discrimination.

Policy Statement

The equal opportunities in employment policy has been developed within the framework of existing legislation and applies to all those who are employed by the School. All future documents, procedures, codes of practice, guidelines, instructions, etc (whether developed and issued by Birmingham City Council or the School) related to employment issues or connected with the employment of people by the School will be monitored by the school to ensure that the school follows them in a way which complies with the Equality Act and this policy, this includes the school's new menopause policy.

The School is committed to valuing diversity and promoting equality for everyone. We recognise the varied contributions that a diverse workforce brings to an organisation and are committed to drawing on the different perspectives and experiences of individuals which will add value to the way the organisation operates.

The School aims to recruit, retain and develop employees based on merit, competence and potential. We are committed to promoting a positive work environment for our employees and ensuring employees are given every opportunity to fulfil their potential.

This policy applies to all members of the Trust Board, the Head Teacher, employees, agency workers, all job applicants and third parties providing services to the School. All will be expected to act in accordance with the School's equal opportunities in employment policy and comply with the Equality Act.

The School will strive to ensure that the work environment is free from harassment and bullying and that everyone is treated with dignity and respect in ensuring equal opportunities in employment.

In line with the Equality Act 2010, this policy includes the new provision relating to the single equality duty on public bodies and the extended scope for positive action within recruitment and

selection and the School will undertake any necessary action to ensure compliance with the Equality Act 2010 and the corresponding duty. The School will take account of advice published by the Department for Education which relates specifically to schools.

The success of this Equal Opportunities in Employment Policy requires the commitment and support of trustees and staff alike.

The Head Teacher/Senior Leaders through this Policy will ensure that Yardleys School:

- Is committed to a policy of equality of opportunity in its employment, procedures and practices in line with the Yardleys Way, and all the services for which it is responsible, ensuring they are and remain non-discriminatory and are compliant with legislation in relation to age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership and pregnancy and maternity.
- Is responsible for achieving, promoting and providing equality of opportunity and to do this will receive appropriate training including diversity, recruitment and selection and capability training.
- Promotes positive action to overcome the effects of past discrimination.
- Seeks to achieve greater diversity in employment and recognising the Equality Act 2010 states that compliance with the duty may involve treating some people more favourably than others.
- Will ensure that all existing and potential employees receive equal consideration and ensure that non-discriminatory treatment of all job applicants and employees is practised as well as equality of opportunity.
- Makes all employees in the School aware of the existence of the policy, its aims and objectives, and their rights and role in its implementation at all levels and locations within the School.
- Deals fairly and appropriately with any discrimination issues raised.
- Ensures that reasonable adjustments are made as appropriate.

Employees also have a duty to:

- Be responsible for owning and promoting the policy.
- Comply with the Equal Opportunities in Employment Policy. A failure to do so will be treated as a disciplinary offence. Any unlawful acts of discrimination could make the School liable to legal proceedings.
- Not discriminate against or harass anyone in the course of their employment.
- Assist the School in meeting its commitment to provide equal opportunities for all.
- Treat colleagues and members of the public with dignity and respect.
- Have due regard to equal opportunities in the work they do and decisions they make.
- Promote diversity in the workplace in line with the Yardleys Way.

The School acknowledges that it will be liable for acts of unlawful discrimination committed by their employees in the course of their employment unless they can show that they took such steps as were reasonably practicable to prevent those acts. There is no limit on compensation for unlawful discrimination, which includes compensation for injury to feelings and personal injury.

The School has a comprehensive monitoring system to examine the implementation of the policy and to assess whether it is achieving its aims and objectives, and to plan future priorities and strategies.

The School will monitor the composition of the existing workforce and of applicants for jobs and will consider and take any appropriate action to address any issues that may be identified as a result of the monitoring process.

The School cannot lawfully discriminate in the selection of employees for recruitment but it may use appropriate lawful methods, including lawful positive action, to address the under-representation of any group that is identified as being under-represented in particular types of job. However, positive action does not allow an employer to appoint a less suitable candidate just because that candidate has a protected characteristic that is under-represented or disadvantaged.

In addition, the School will seek to ensure that individuals and any third party whose services are engaged by the School do not practise unlawful and unfair acts of discrimination.

The responsibility for monitoring this policy will rest with the Trust Board. The Head Teacher will be required to report on a regular basis to enable the Trust Board to assess how the policy is being applied.