



Equal Opportunities in Employment Policy

The Richard Huish Trust

Trust Executive



Lead reviewer	Chief People Officer
Approving board/committee	People & Performance Committee
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CONTENTS

Introduction	2
Enquiries	2
1. PURPOSE	2
2. SCOPE	2
3. POLICY STATEMENT	2
4. QUALITY MANAGEMENT.....	3
5. RELATED POLICIES AND DOCUMENTS	3

INTRODUCTION

This policy aims to detail the framework for promoting and ensuring equality of opportunity in the way in which the Trust deals with its staff. It should be taken in conjunction with the overall Equality and Diversity Policy, the Equality Act 2010 and the Procedure for the Recruitment and Selection of Staff.

ENQUIRIES

Any enquiries about this document or suggestions on how it can be improved should be addressed to the CPO (Chief People Officer)

1. PURPOSE

This policy:

1. Aims to ensure that relevant and effective equal opportunities practices exist within the Trust and that a culture of continuous improvement in those practices is encouraged.
2. Articulates the right of every member of the Trust to work without fear of unfair or prejudicial treatment or discrimination. This requires the Trust to provide a safe, co-operative learning and working environment based on mutual respect and, as a result, one in which all staff can operate effectively.
3. Explicitly commits the College to:
 - a. Being proactive in promoting equality, diversity, and good relations, and in tackling unfair discrimination and treatment
 - b. Supporting and developing all staff so that they can operate effectively and contribute to the provision of an excellent experience and outcome for our students
 - c. Working with our partners in the wider community, including employers, to establish, promote and model equality good practice and to tackle unfair discrimination.

2. SCOPE

All employees (and volunteers) of the Trust.

3. POLICY STATEMENT

This statement fulfils the legal requirements, in respect of employment, placed on the Trust to define the aims of its policy. It also commits the Trust, its managers, and its employees to take positive steps to incorporate the spirit of the law into employment.

3.1 The Equal Opportunities in Employment Policy of Richard Huish Trust is summarised in the following statement:

Richard Huish Trust is committed to the principle and practice of equality of treatment and opportunity for all. It is, therefore, the responsibility of everyone in the Trust to actively combat any direct or indirect discriminatory behaviour that could provoke feelings of discomfort or disadvantage to others. This could be on the grounds of age, disability, gender reassignment, pregnancy and maternity, race, sex, religion and belief or sexual orientation, as outlined by the Equality Act 2010.

The Trust will employ practices which are fair and equitable within the legislative framework and recognised good practice. These practises will ensure that the Trust is legally compliant in respect of all stages of employment: recruitment, selection, induction, probation, performance management and exit processes.

While the Trust is committed, as in 3.1, to avoiding discrimination, it will monitor, through the analysis of the Equal Opportunities Monitoring forms, and be aware of the balance of employees in 'under-represented' groups.

3.2 All managers and supervisor have a particular responsibility for promoting equality of opportunity in their own area and will ensure that their own procedures and practices comply with the provisions of this policy and the Trust's Equality & Diversity Policy.

3.3 The Trust will make all employees aware that whilst an employer can be held liable in law for acts of discrimination committed by employees, so too can individual employees be held personally liable in law for acts of discrimination which they commit, authorise, contribute to, or condone in relation to other employees and students. In particular, all employees will be informed that the following acts are unlawful and/or would constitute misconduct liable to disciplinary action, which may include summary dismissal:

- discriminating in the course of their employment against pupils and students, fellow employees or job applicants on the grounds established in the Equal Opportunities in Employment Policy Statement [3.1].
- inducing, or attempting to induce, students, pupils, employees, or managers to practise unlawful discrimination.
- indulging in verbal, physical, sexual, or racial harassment of a nature which is known, or should be known, to be offensive to the victim.
- victimising individuals who have made allegations or complaints of discrimination or harassment or provided information about such discrimination or harassment.

4. QUALITY MANAGEMENT

4.1 It will be the responsibility of the CPO to review and monitor the effectiveness of the Policy and to recommend change where necessary.

4.2 The effectiveness and usage of the Policy will be reported to the Huish People & Performance Committee.

5. RELATED POLICIES AND DOCUMENTS

Disciplinary Procedure
Equality & Diversity Policy
Safer Recruitment Procedure