



# St Tudy Pre-school

## Equality and Diversity

Our pre-school is committed to taking positive and proactive steps to ensure that we provide a safe and caring environment, free from discrimination, for everyone in our community.

The pre-schools Equality and Diversity procedures aim to help everyone involved in our pre-school to counteract and eliminate both direct and indirect discrimination in decision making, employment practices and service provision and to ensure that our services strive to achieve equality and diversity provision for all.

The pre-school aims to provide a welcoming and caring environment that promotes and reflects cultural and social diversity and is equally accessible to all. The pre-school will endeavour to challenge any offensive behaviour, language or attitudes with regards to race, ethnicity, nationality, class, religion, culture, gender, language, sexual orientation and disability.

The pre-school recognises that achieving the objectives of our Equality and Diversity policy relies on the active involvement of parents/guardians/carers, as set out in the Parental/Carer involvement policy. As such, the pre-school will both welcome and encourage parents/guardians/carers to get involved in the running and management of the pre-school, and to comment on the effectiveness of its policies and procedures.

The pre-school will facilitate regular opportunities for consultation with parents/carers about the service that the pre-school provides, as a means of monitoring the effectiveness of the Equality and Diversity policy.

## Equality and Diversity Procedures

To realise the pre-school's objective of creating an environment free from discrimination and welcoming to all, the pre-school will:

- Ensure that issues of race, ethnicity, nationality, class, religion, culture, gender, language, sexual orientation and disability do not inhibit a child from accessing the pre-school's services.
- Treat all children and their parents/guardians/carers with equal concern and value.
- Make inclusion a thread that runs through all of the activities of our pre-school.
- Help all children to celebrate and express their cultural and religious identity by providing a wide range of appropriate resources and activities.
- Ensure that the pre-school's recruitment policies and procedures are open, fair and non-discriminatory.
- Endeavour to recruit a staff team that reflects the make-up of the pre-school's local community.
- Improve our knowledge and understanding of issues of anti-discriminatory practice, promoting equality and valuing diversity
- Encourage and support staff to act as positive role models to children by displaying and promoting tolerant and respectful behaviour, language and attitudes and challenging any discriminatory incident, according to the provisions set out in the Staff Disciplinary & Grievance Procedures, the Behaviour Management and this policy.
- Treat seriously any member of staff found to be acting, or have been acting, in a discriminatory way, according to the provisions of the Staff Disciplinary & Grievance Procedures policy.
- Work to fulfil all the legal requirements of the Sex Discrimination Act 1975, the Disability Discrimination Act 1995, the Human Rights Act 1998 and the Race Relations (Amendment) Act 2000.

The manager will be responsible for ensuring that the Equality and Diversity policy is implemented and that its effectiveness is regularly monitored. They will be responsible for ensuring that:

- Staff receive appropriate training.
- The Equal Opportunities policy is consistent with current legislation and guidance.

All the pre-school's policies and procedures will be kept under review to ensure they do not operate in a discriminatory manner or in anyway against its commitment to equality and diversity.

## **Racial Harassment**

Our pre-school fully and wholeheartedly adheres to the spirit and detail of both the Race relations Act 1976 and the Race Relations (amendment) Act 2000, which outlaw discrimination against anyone on grounds of race, colour, nationality or ethnicity.

Our pre-school accepts its duty to try and eliminate discrimination and to promote equal opportunities and good race relations. All staff and children are entitled to an environment free from harassment and discrimination.

In order to prevent racial harassment and discrimination our pre-school believes that it is more effective to have steps in place to prevent an issue ever occurring. These steps include:

- Ensuring that all children are valued, irrespective of their race, colour, nationality or ethnicity.
- Acknowledge the existence of racism in society and take steps to promote harmonious race relations in our community, including having good relations between ethnic groups and cultures within our pre-school and community.
- Ensure that we have different cultural activities and celebrate all the different religious holidays as a group within our pre-school to promote the diversity of the world.

## **The Pre-school as an Employer**

As an employer, the pre-school is committed to ensuring that the workforce reflects the multicultural community that it serves. To this end, the pre-school will:

- Advertise job vacancies in a variety of media sources and outlets and in a variety of places.
- Ensure that the pre-schools human resource strategy prohibits racial discrimination and harassment and investigates any concerns when this is suspected of failing.
- Investigate any allegation of racial discrimination or harassment according to the provisions of the Staffing and Recruitment policy, Grievance procedure and Behaviours management policy.

## **Examples of racial harassment and discrimination**

Racial harassment and discrimination can manifest itself in a variety of ways, some overt and others much less so. Some examples of unacceptable behaviour include:

- The use of patronising words or actions towards an individual for racial reasons – including name calling, insults and racial jokes.
- Threats made against a person/child or group of people because of their race, colour, nationality or ethnicity.
- Racist graffiti or any other written insults or the distribution of racist literature.
- Physical assault or abuse against a person/child or group of people because of their race, colour, nationality or ethnicity.

All staff and children should be encouraged to take responsibility for promoting racial tolerance and for protecting each other from racial harassment and discrimination by reporting any suspected incident to the manager or another responsible person.

## Addressing Racial Harassment and Discrimination

If a member of staff or a child becomes aware of an incident of racial harassment or discrimination occurring at the pre-school, they will be encouraged to report the incident to the manager or other senior member of staff.

Any allegation made against a member of staff or a child will be investigated thoroughly. The individual concerned will be told that such behaviour will not be tolerated at the pre-school, and that steps will have to be taken to ensure that it does not happen again.

Each incident will be fully investigated and details will be recorded on an Incident Log sheet, filed in the Rainbow folder.

In the case of children, incidents will be reported to their parent/carer and a course of action agreed upon to resolve the situation, in accordance with the provisions of the Behaviour Management policy. However, if a solution cannot be found, then the pre-school may have to inform the child – and their parent/carer – that they are no longer able to attend sessions at the club, in accordance with the Suspensions and Exclusions policy.

In the case of staff, provisions within the Staff Disciplinary & Grievance Procedures policy will be activated and a record of the incident will be kept and made available to statutory authorities if appropriate.

The manager is responsible for ensuring that all incidents are handled both professionally and sensitively. All incidents will be kept confidential, with initials being used in the place of names in the Incident Record book. In cases where the manager is involved in an allegation, the Registered Person will handle the incident, or nominate a senior member of staff in their place.

In all cases, continued racial harassment or discrimination from any individual will result in exclusion from the pre-school, where all other efforts have failed to provide a satisfactory resolution.

**This policy was adopted at a meeting of: St Tudy Pre-school**

**Held on:** .....

**Date to be reviewed:** .....

**Signed on behalf of the committee:** .....

**Name of signatory:** Emma Sleeman

**Role of Signatory:** Chair, St Tudy Pre-school

