

## Equality Diversity & Inclusion Policy

Policy of	<b>North Hampshire Education Alliance</b>
Policy applicable to	<b>Queen Mary's College, Basingstoke QM Leisure</b>
Policy owned by	<b>Mark Henderson - Chief Executive, NHEA</b>
Point of contact (if different to above)	<b>Beth Linklater – Assistant Principal Sally-Anne Spooner - Director of HR &amp; Commercial Ops</b>

Approved	Board of Trustees 7 April 2022
Cycle of review	<ul style="list-style-type: none"> <li>• every three years or with legislative change</li> </ul>
Source documents	<ul style="list-style-type: none"> <li>• Equalities Act 2010</li> </ul>
Related documents	<ul style="list-style-type: none"> <li>• Bullying &amp; Harassment Policy</li> <li>• Disability Statement &amp; Equality Scheme</li> <li>• Single Equality, diversity &amp; inclusion Framework</li> <li>• Safeguarding &amp; Child Protection Policy.</li> </ul>

This Policy is available in larger font or in another way format upon request

**Queen Mary's College recognises that all individuals are different and have different needs. It confirms an entitlement of equality, diversity & inclusion for all those who make up the college, including prospective students.**

### **Aims**

- The college will encourage and support all students in the development of their full academic and personal potential.
- The college will endeavour to provide an environment in which all members feel listened to, safe, valued, celebrated, included and within which they are treated with dignity and respect.
- The college will work to include all members in its communications and decision-making processes. It will encourage and provide opportunities for the continuing development of all staff and students.
- The college aims to promote a positive attitude towards equality, diversity & inclusion through the curriculum.
- Data relevant to equality, diversity & inclusion will be published, monitored, assessed and reviewed annually.
- The college will challenge instances of prejudice and/or harassment.
- The college will comply with the Equalities Act 2010.
- The college has acknowledged all nine protected characteristics as set out in the Equalities Act 2010

Age

Disability

Race or Ethnic Origin

Sex

Gender Reassignment

Marriage or Civil Partnership

Religion or Belief

Pregnancy or Maternity

Sexual Orientation

This Policy will be reviewed on a regular basis, in accordance with legislative developments.

## **Standards**

### **1. Learners' Achievements.**

- The college sets suitable targets for the performance of individuals, groups and courses.
- Student retention/completion, results and destinations are monitored according to gender, race, ability/disability as well as Religion and Age, and also by bursary and free school meal status. If appropriate, action is taken as a result of this.
- Students' other achievements are recognised and valued.
- Primary learning goals are set that are achievable whilst challenging the aspirations of students.

### **2. Teaching and Learning.**

- Teaching and learning are planned effectively to meet the needs of all students.
- Teachers have appropriate knowledge to enable them to help students with particular needs.
- Teachers use appropriate methods to meet students' individual learning needs and promote productive working relations.
- Teachers promote equality, diversity & inclusion and the exploration of social, moral and social issues.
- Instances of prejudice and/or harassment within the classroom are clearly unacceptable and are immediately challenged.
- Students have suitable access to learning resources and materials to assist their learning.

### **3. Resources**

- The expertise of technical, administrative and support staff is appropriately and effectively used to support teachers and students.
- There is appropriate specialist equipment and resources to support teaching and learning.
- The college makes provision for auxiliary aids and services where these are required by individual students in order to achieve their potential.

- General facilities to support learning, including the library and IT areas, are of an appropriate quality and readily accessible to students.
- The college strives to make all areas of the college site as accessible as possible.
- The college caters effectively for students from particular groups, including those with physical disabilities.
- Teaching and support staff have suitable work areas and access to appropriate facilities.

#### **4. Assessment and monitoring of Learners' progress.**

- Forms of assessment and opportunities for accreditation are appropriate and fair.
- Issues of equality, diversity inclusion are integral to the College's Quality Assurance cycle.
- Information regarding enrolment, retention and completion, achievement and destinations is regularly assessed by gender, race, ability/disability, Religion and Age. Action is taken, if appropriate.
- Students receive regular information and feedback (including targets and action plans) to enable them to measure their progress.

#### **5. Appropriateness of Programmes and courses.**

- Within the context of the College's mission, the curriculum meets the needs of all students, of employers and of other stakeholders.
- The curriculum is managed effectively and efficiently and provides continuity and progression for all students.
- All students have the opportunity to participate in extra-curricular activities.
- All students are interviewed at enrolment to discuss the appropriateness of their chosen courses.
- Students will be put on courses which are appropriate for their needs and abilities.
- The College will aim to ensure that students will not be prevented from participating in any course due to their background or protected characteristics
- Equality, diversity & inclusion will be a factor in determining the subjects, courses, and specifications offered by the College.

#### **6. Guidance and support for learners**

- Impartial guidance before and on entry to the College helps students to choose appropriate courses.
- The induction programme for students contains clear information about the College's commitment to equality, diversity and inclusion, and the policies /procedures/general information relevant to this issue.
- Systems are in place to enable staff to identify students with particular needs quickly.

- Students receive effective and appropriate support to meet their individual learning needs throughout their studies.
- Students have relevant support on personal issues.
- All members of the college are aware of the support available to them – including specialist support – and how to access this support.
- Impartial, appropriate and effective guidance is available to all students concerning progression from College into higher education/further education/employment.

## **7. Leadership and management**

- Equality, diversity & inclusion is promoted and managed effectively throughout the College.
- Equality, diversity & inclusion is integral to all decisions made about the College by any and all of its members, including governors.
- The College's management structure and its lines of communication and accountability are fair and effective.
- Staff are provided with suitable opportunities for professional development.
- Governors and Trustees fairly and effectively oversee the college's strategic direction, and regularly monitor the College's and their own performance.

For further information or advice about matters arising from this Policy please contact Dr Beth Linklater, Assistant Principal: Wider College Experience, Sally-Anne Spooner, Human Resources and Commercial Operations Director (ext 5300) or Katherine Bejide, Lead Teacher for Equalities.

If you are unhappy about anything concerning equality, diversity & inclusion at College, you have a number of options.

If you are a student, you could

- Talk to your personal tutor
- Talk to one of your subject teachers
- Talk to your Assistant Principal
- Talk to Beth Linklater, Assistant Principal: Wider College Experience
- Talk to Katherine Bejide, Lead Teacher for Equalities
- Fill in a 'suggestions, comments and complaints' form and put it in the box provided (form and box can both be found at the Help Desk.)
- Talk to Mark Henderson (Principal) or Kate Need (Deputy Principal)
- Make an official, written complaint. Details of this and other steps you can take are outlined in the Students' Charter.

If you are a member of staff, you could

- Talk to your line manager
- Talk to Mark Henderson (Principal), or Kate Need (Deputy Principal)

- Talk to Sally-Anne Spooner, Director Commercial Operations and Human Resources
- Fill in a 'suggestions, comments and complaints' form and put it in the box provided (form and box can both be found at the help desk.)
- Make an official, written complaint. Details of this and other steps you can take are outlined in your contract of employment.

If you are from outside the college,

- you should address your comments, in writing, to the Principal at Queen Mary's College, Cliddesden Road, Basingstoke, Hants RG21 3HF. You will get a written reply within 10 working days.

If you are interested in becoming involved in Equality, diversity & inclusion at college, please contact Sally Anne Spooner or Katherine Bejide.

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