

Strategic Equality Plan & Equality and Diversity Policy 2018 - 2021

St Mary's VA CIW Primary School



Accessible Formats

This document is available in English and Welsh in Microsoft Word and pdf formats in Arial font size 14 as standard.

Other accessible formats including large print, Braille, BSL DVD, easy-read, audio and electronic formats, and other languages can be made available upon request.

To request a copy of this document in an accessible format contact Headteacher, Nicola Booth 01978 820979.

Adoption by School Governors

The Strategic Equality Plan was agreed by Governors:

..... (Signature)

Chair of School Governors

.....Date

Copy sent to WCBCDate

St Mary's VA Primary School

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Our plan and policy helps us to advance equality across all of the 'protected characteristics' set out in the Equality Act 2010

- **Age**
- **Disability**
- **Gender reassignment**
- **Race**
- **Religion and belief**
- **Sex**
- **Sexual orientation**
- **Marriage and civil partnership**

Introduction

Welcome to our first Strategic Equality Plan and Equality and Diversity Policy.

It has been produced to comply with the Equality Act 2010 and the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011.

This document sets our equality objectives, a summary of what we hope to achieve and the steps we will take to deliver those objectives as an employer, as an educational establishment and as a part of our local community.

This document also contains our Equality and Diversity Policy Statement.

This Plan replaces our Disability Equality and Race Equality schemes and plans. However our Accessibility Plan remains in place and is an Appendix to this plan.(Appendix 1)

Our Strategic Equality Plan will be in place for a maximum of four years and will be subject to regular review. We will publish an annual report setting out the progress we have made against our objectives and summarising the effectiveness of our action plans.

Should we update any of our equality objectives during the lifetime of this plan we will publish those changes promptly.

Although we have published our Strategic Equality Plan as a document in its own right it does not stand in isolation. It is an integral part of the policy framework and the culture of our school. We expect Governors, teaching and non-teaching staff, pupils and visitors to our school to play their part in making equality a reality and promoting a positive, welcoming and inclusive school environment.

2. About our School

Context of the school

St. Mary's CIW VA School is an English medium primary and nursery school. There are 204 full time pupils currently on role and 30 nursery pupils. Our catchment is varied and covers a broad range of housing from privately owned housing to council owned/rented properties.

10% of families take their entitlement for Free School Meals. In our family of schools, we are considered the third most deprived. There are no families who have Welsh as their first language. Nearly all our pupils are from white ethnic backgrounds. 7% of our population comes from ethnic minority backgrounds. 16 pupils have English as an Additional Language, being new to English or early acquisition. Data shows that our EAL pupils develop very good language acquisition as they progress through school.

9% of our pupils are identified as having ALN:

16 pupils at School Action

3 pupils at SAP

0 at ESAP

The Head was appointed in September 2013. Our School Leadership Team consists of the Headteacher and Deputy Headteacher (Appointed September 2015). There are 6 FTE (including DHT) and 4 PTE teachers. There are 7 FT TA's and 2 PT TA's (2 in Nursery). There is currently 2 TA's employed on short term contracts, (funded by PDGR).

Our budget is healthy and has carried forward of 6.24% from the previous year.

Our buildings are set mainly on one level. All classrooms, dining hall and toilets are easily accessible. Our school hall is set down six stairs. Recently we have developed one classroom, which is down six stairs, accompanied by a disabled toilet and pupil toilets. Outside the buildings we have three yards, two of these are split level, all are easily accessed by ramps. School, in-line with local authority plans, will continue to be modified.

Staff Profile

Female staff: 24

Male staff: 1

No members of staff have any disability and are all of white/British ethnicity.

Governor Profile

Female governors: 11

Male governors: 2

12 governors are of white/British ethnicity and one female Governor is of Indian origin

3. About our Plan

Purpose of the Plan

We recognise and celebrate the growing diversity of the local and regional population. This plan sets out our equality objectives and includes our Equality and Diversity Policy Statement and sets out how our school will address diversity and contribute to improving equality outcomes.

The purpose of our Strategic Equality Plan (SEP) is to document the steps we are taking to fulfil the legal duties set out in the Equality Act 2010 and the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011.

When carrying out our functions we must have due regard to the need to:

- Eliminate discrimination, harassment and victimisation
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

The plan helps us to improve our approach to equality across all of the 'protected characteristics', and to embed fairness and equality deep in the heart of our school community and in all aspects of our school plans and policies.

How our Plan was Developed

We have adopted the Model Strategic Equality Plan that was developed by Wrexham County Borough Council in partnership with local schools. We have created our own action plan under each objective.

In consultation with Governors and other stakeholders, we have adapted the model plan to suit our school.

Our school has been a member of the Equality Network for Schools established by Wrexham County Borough Council to help schools work together on equality and diversity issues and access specialist skills and support.

Wrexham County Borough Council published their Strategic Equality Plan in April 2012 setting out six local and six regional equality objectives for North Wales. These have formed the basis of the equality objectives included within the model Strategic Equality Plan for schools in Wrexham. We believe that this approach provides an important focus on key issues for schools that will be enhanced by joint working across Wrexham.

We have included an action plan for each equality objective. This sets out how we will contribute to the regional equality objectives we have adopted and the local objectives that will help us to improve the way we work and the way we manage equality in our school.

Our equality objectives are based on local, regional and national priorities within Education as well as feedback from engagement that took place regionally and locally as well as with our school community.

We have sought the views of stakeholders when setting our objectives, developing our action plan and agreeing this Strategic Equality Plan.

How our Plan will be Monitored

The Governing Body and Head teacher will work together to monitor the Strategic Equality Plan.

Our Arrangements for Annual Reporting

We will update and set out the progress our school has made against our equality objectives, the effectiveness of our action plans and other relevant information.

We will publicise it across our school community on our website.

If requested we will ensure this is published and available in a range of accessible formats.

Information Gathering and Engagement

One of our priority areas (Equality Objective Seven) is to implement effective arrangements for gathering equality information and data. We recognise that this is central to our ability to meet the legal duties.

We will work with the Equality and Diversity Network for Wrexham Schools supported by Wrexham County Borough Council's Equality Manager and Human Resources team to develop a common equality monitoring form for schools that we can use to monitor our workforce and the profile of our governors.

We have adopted the recruitment and selection policies and procedures of Wrexham County Borough Council and work closely with them when recruiting new staff.

Wrexham County Borough Council also support a number of our functions such as our allocation policies and procedures. We will work with the relevant departments of Wrexham County Borough Council to review our equality monitoring arrangements.

We will work with the Equality and Diversity Network for Wrexham Schools Wrexham County Borough Council's Equality Manager, and the Lifelong Learning Department and the Human Resources department to draw up clear plans for improving data gathering, analysis and reporting.

We will review the current arrangements for equality monitoring and action plan accordingly.

Currently we gather the following equality monitoring information in our school:

Staff Profile

- ❖ Number of males, females and race

Governor Profile

- ❖ Number of males, females and race

Pupil Profile and attainment levels

- ❖ Number of males, females, race and religion

Equality Impact Assessments

One of our priority areas (Equality Objective Eight) is to implement an effective system for assessing the equality impacts of our policies and decisions.

We use a common Equality Impact Assessment Toolkit for our policies.

Training and Awareness Raising

One of our priority areas (Equality Objective Nine) is to ensure staff and governors have undergone equality and diversity training.

We will attend equality training for our schools and encourage staff and governors take up opportunities to attend equality and diversity training provided by Wrexham County Borough Council.

We will embed equality and diversity training into our induction processes. In addition we will ensure that relevant information is made available to staff,

improving the use of notice boards to myth-bust and promote key messages to pupils, staff, parents, guardians and visitors to our school.

We will work with the Equality and Diversity Network for Wrexham Schools supported by Wrexham County Borough Council's Equality Manager to develop and promote a range of training and learning modules.

4. Our Equality Objectives

In all we have adopted nine equality objectives. This consists of the six Regional Strategic Equality Objectives for North Wales and three local equality objectives that will improve our ability to meet the legal duties.

These are the regional objectives for North Wales that we have adopted for our school and will contribute to.

- Objective One Reduce Health Inequalities
- Objective Two Reduce unequal outcomes in Education to maximise individual potential
- Objective Three Reduce inequalities in Employment and Pay
- Objective Four Reduce inequalities in Personal Safety
- Objective Five Reduce inequalities in Representation and Voice
- Objective Six Reduce inequalities in access to information, services, buildings and the environment

These are the local objectives that we have adopted for our school

- Objective Seven Develop our equality monitoring arrangements
- Objective Eight Develop procedures for carrying our equality impact assessment
- Objective Nine Increase levels of understanding and knowledge of equality and diversity



The action plans set out how our school will contribute to each of the regional objectives for North Wales and our arrangements for delivering our local objectives.

Our school Governors “champion” individual objectives

**North Wales Objective One:
Reduce Health Inequalities**

School Priority: To improve the health and wellbeing of our pupils

What we will do to contribute to this objective in our school	Who will lead on this action for our school	How we will measure this action in our school	When we will complete this action
Achieve the Healthy Schools Standard ensuring that diversity is embedded in all activities	Headteacher	Healthy Schools Standard achieved	Annually achieve the next level –on-going

Key Document: North Wales Equality Objectives - A Collaborative Project between North Wales Public Sector Organisations.

Relevant School Policies, Plans and Strategies;

Food and Fitness, Behaviour, Child Protection, Safeguarding, Anti bullying, Disability Access Plan, Eco, Asthma, Stress Management, Work Life Balance, Equal opportunities, Health and Safety, Sex and Relationship, Pupil Participation, School Partnership, ALN, More Able and Talented, Pupil, Restraint, Medical and Drug Administration, Collective Worship, PSHE and Substance Misuse.

North Wales Objective Two:

Reduce unequal outcomes in Education to maximise individual potential

School Priority: To support our pupils to achieve their potential

What we will do to contribute to this objective in our school	Who will lead on this action for our school	How we will measure this action in our school	When we will complete this action
Review our monitoring arrangements to cover all relevant protected characteristics and carers and action plan accordingly so that we better understand any connections between educational attainment, barriers and protected characteristics and action plan accordingly	Senior Management Team	Review complete and action plan in place	On going
Analyse educational attainment profiles by protected characteristic	Senior Management Team	Analysis completed and considered by Governors for action planning	On going
Take account of cultural differences, caring responsibilities and other diversity issues when designing individual programmes	Senior Management Team	Procedure in place to ensure diversity is considered	On going
Review curriculum policies to ensure accessibility issues are embedded and action plan accordingly	Senior Management Team	Review complete and action plan in place	On going

Key Document: North Wales Equality Objectives - A Collaborative Project between North Wales Public Sector Organisations.

Relevant School Policies, Plans and Strategies;

Equal opportunities, Assessment, all curriculum policies, Additional Learning Needs,

**North Wales Objective Three:
Reduce inequalities in Employment and Pay**

School Priority: To develop a diverse and skilled workforce

What we will do to contribute to this objective in our school	Who will lead on this action for our school	How we will measure this action in our school	When we will complete this action
Review the way we advertise teaching and non-teaching posts within our school to ensure that we are reaching a diverse range of candidates.	HR Senior Management Team	Monitoring exercise carried out and information recorded	On going
Train staff involved in recruitment and selection on equality and diversity	LA Senior Management Team	Number of staff trained	On going

Key Document: North Wales Equality Objectives - A Collaborative Project between North Wales Public Sector Organisations.

Relevant School Policies, Plans and Strategies;

Pay. Equal Opportunities

**North Wales Objective Four:
Reduce inequalities in Personal Safety**

School Priority: To ensure that staff and pupils feel confident to report issues of concern

What we will do to contribute to this objective in our school	Who will lead on this action for our school	How we will measure this action in our school	When we will complete this action
Work with WCBD to adopt procedures that help to reduce identity based incidents and bullying in our schools across all of the protected characteristics	Senior Management Team	Policy and procedures adopted	On-going
Adopt and publicise a "Dignity at Work" policy for our workforce	Senior Management Team	Policy and procedures adopted	Review in line with LA
Ensure staff and volunteers are trained to deal with identity based bullying and hate incidents	Senior Management Team	Number of staff trained	On-going
Include information on identify based bullying, trafficking, honour based abuse, domestic abuse etc in our school handbook	LA	School handbook amended	Website updated annually

Key Document: North Wales Equality Objectives - A Collaborative Project between North Wales Public Sector Organisations.

Relevant School Policies, Plans and Strategies;

Anti Bullying, Behaviour

**North Wales Objective Five:
Reduce inequalities in Representation and Voice**

School Priority: To ensure that a wide range of people are able to have their say on decisions relating to our school

What we will do to contribute to this objective in our school	Who will lead on this action for our school	How we will measure this action in our school	When we will complete this action
Introduce equality monitoring for the profile of the school governing body to establish how representative it is of the local population and school community	Governor Support Senior Management Team	Monitoring exercise carried out and information recorded	On- going in line with changes to Governing Body
Review the way we currently advertise vacancies and the process of nominations for school Governors to ensure that we are attracting a diverse range of people to engage with the schools decision making processes	HR Senior Management Team	Review completed and action plan in place	On going
Improve equality monitoring arrangements to improve our understanding of the profile of job applicants and the schools workforce.	HR Senior Management Team	Revised arrangements in place Y/N	On going
Increase the diversity of people who support the school for example the PTA, volunteers parent helpers etc reflect the local population	Senior Management Team	Monitoring exercise carried out and information recorded	On going

Key Document: North Wales Equality Objectives - A Collaborative Project between North Wales Public Sector Organisations.

Relevant School Policies, Plans and Strategies;

Equal Opportunities

**North Wales Objective Six:
Reduce inequalities in access to information, services, buildings and the environment**

School Priority: To ensure our schools is accessible, inclusive and welcoming to pupils, parents/guardians, staff & visitors.

What we will do to contribute to this objective in our school	Who will lead on this action for our school	How we will measure this action in our school	When we will complete this action
Review current arrangements for the publication of information and action plan accordingly	Senior Management Team	Review completed and action plan in place	Update plan and publish on website
Adopt the RNIB Clear Print Guidelines	Senior Management Team	Adopted Y / N	On-going
Review arrangements for raising awareness of the availability of information in accessible formats and communication support and action plan accordingly	LA Senior Management Team	Review completed and action plan in place	On-going
Review how accessible the school is to people with physical and sensory impairments and action plan accordingly	LA	Review completed and action plan in place	On-going
Ensure key people in the school know how to access The Big Word translation and interpretation service and other communication support services	LA	Information added to school handbook and poster on noticeboards	On-going

Key Document: North Wales Equality Objectives - A Collaborative Project between North Wales Public Sector Organisations.

Relevant School Policies, Plans and Strategies;

School Development Plan, Prospectus, Equal Opportunities

Objective Seven: Develop equality monitoring arrangements

School Priority: To develop equality monitoring systems that help our school to meet the equality duties, and improve our understanding of equality outcomes across our school community

What we will do to contribute to this objective in our school	Who will lead on this action for our school	How we will measure this action in our school	When we will complete this action
Work with Wrexham County Borough Council and the Schools Equality Network to develop a standard equality monitoring form	WCBC Senior Management Team	Form developed and in use	Completed and used
Raise awareness of the purpose and benefit of equality monitoring	Senior Management Team	Information provided to staff / governors	On-going
Review our current arrangements for equality monitoring and action plan accordingly	WCBC Senior Management Team	Action plan is in place	Reviewed annually
Train key members of staff to lead on equality monitoring for our school	WCBC	Number of staff trained	In line with providers

Key Document: North Wales Equality Objectives - A Collaborative Project between North Wales Public Sector Organisations.

Relevant School Policies, Plans and Strategies;

Equal Opportunities, School Development Plan

Objective Eight : Develop procedures for carrying our equality impact assessment

School Priority: To develop arrangements for carrying out equality impact assessments

What we will do to contribute to this objective in our school	Who will lead on this action for our school	How we will measure this action in our school	When we will complete this action
Work with Wrexham County Borough Council and the Schools Equality Network to develop an equality impact assessment toolkit for Wrexham Schools	Senior Management Team	Toolkit developed and in use	Developed and used
Train key staff on how to carry out equality impact assessment.	Senior Management Team	Number of staff trained	On going
Develop an action plan for our school setting out our priorities for reviewing policies	Senior Management Team	Action plan created Y/N	On going

Key Document: North Wales Equality Objectives - A Collaborative Project between North Wales Public Sector Organisations.

Relevant School Policies, Plans and Strategies;

All policies as they come under review

Objective Nine: Increase levels of understanding and knowledge of equality and diversity

School Priority: To train key people on equality and diversity

What we will do to contribute to this objective in our school	Who will lead on this action for our school	How we will measure this action in our school	When we will complete this action
School governors undertake equality and diversity training	Senior Management Team	Number of Governors accessing e learning module	When provided
Teaching and non-teaching staff undertake equality and diversity training	Senior Management Team	Number of staff accessing e learning module	When provided
Introduce equality and diversity elements within the new starters induction	Senior Management Team	Number of new staff completing equality induction e module	When provided
Use staff appraisal processes to confirm equality and human rights training needs	Senior Management Team		When needed

Key Document: North Wales Equality Objectives - A Collaborative Project between North Wales Public Sector Organisations.

Relevant School Policies, Plans and Strategies;

Equal Opportunities

(See also appendix 1 for other priorities and for our Accessibility Plan)

5. Our Equality and Diversity Policy

Purpose

- ❖ Equality and fairness is central to the values and behaviours of our school.
- ❖ This Policy Statement sets out our commitment to promoting equality and to meeting the requirements of equality and human rights legislation.
- ❖ We value equality and diversity and are committed to ensuring that no-one is treated less favourably for reasons that cannot be justified on grounds of age, disability, gender, gender reassignment, race or ethnicity, religion or belief, sexual orientation, marriage or civil partnership, pregnancy and maternity or on grounds of Welsh language.
- ❖ This statement reinforces our commitment to promote equality and fairness and address all forms of unlawful discrimination, victimisation and harassment.

Scope of this Policy Statement

- ❖ This statement applies to everyone associated with our school and we expect everyone to behave in accordance with it.
- ❖ This statement underpins our Strategic Equality Plan and compliments the Children's "One Wrexham Charter of Belonging"
- ❖ This statement does not stand in isolation; its aims and values are at the heart of the plans and policies of our school.

Key Principles

- ❖ This statement aims support our school to be an organisation that values diversity and takes proactive steps to remove unlawful discrimination, advance equality of opportunity and foster good community relations.
- ❖ This will be achieved through the delivery of our Strategic Equality Plan and other relevant school policies and plans.
- ❖ We are committed to creating a fair, just and inclusive school community where diversity is valued and people are encouraged and supported to achieve their potential.

Policy Statement

- ❖ As an employer and provider of services we will not unlawfully discriminate on grounds of age, disability, gender, gender reassignment, race or ethnicity, religion or belief, sexual orientation, marriage or civil partnership, pregnancy and maternity or on the grounds of Welsh language.
- ❖ All pupils, their parents and guardians, volunteers, staff and school governors are valued and will be treated with dignity and respect. We will not tolerate any form of discrimination, harassment or victimisation.

- ❖ We recognise that our diverse communities have much in common including a desire to live in peace and security together; to have a decent standard of living and a fair share of resources; to have equal chances in life and enjoy good health.

- ❖ We are committed to celebrating all that is good about Wrexham, the richness of its Welsh heritage, cultural traditions, beliefs, distinctive neighbourhoods and the energy, character and diversity of its people.

- ❖ We will work across our school community to ensure our commitment to equality and fairness is shared and take steps to ensure that our school is accessible, welcoming and inclusive.

- ❖ We will gather and use a range of equality and diversity data and information to help us monitor this policy and help us to continually improve.

- ❖ We will carry out equality impact assessments and engage a wide variety of people to ensure that we understand the different ways that different people could be affected by our decisions and proposed policies.

Responsibilities

- ❖ Everyone has a role to play in meeting the aims of this policy statement; however some people have additional roles and responsibilities.

Leadership and Management Commitment

- ❖ School governors and management of the school will work with all its stakeholders and partners to be proactive in promoting equal opportunities, fostering good relations and in tackling unlawful discrimination. They will encourage support and enable all pupils and staff from all protected characteristics to reach the highest standards possible.

School Governors

- ❖ School governors are responsible for ensuring that the school complies with equality and human rights laws including meeting the public sector equality duties.

- ❖ With assistance from the Head teacher, school governors will ensure that our Equality Policy is implemented and respected by everyone associated with our school.
- ❖ Governors will receive periodic updates on the effectiveness of our Equality Policy and the progress we are making against the objectives set out in our Strategic Equality Plan.

Head teacher

- ❖ The Head teacher has specific responsibilities this includes ensuring that staff and Governors understand the aims and objectives of our Equality Policy and Strategic Equality Plan, and their roles and responsibilities in improving equality outcomes for people across the whole school community.
- ❖ The Head teacher will ensure that
 - This Strategic Equality Plan is readily available along with copies of other relevant policies and procedures.
 - Staff and Governors understand those key policies and receive equality and diversity training
 - Children, young people and adults within our school community are confident to report identity based bullying, community tensions and hate crimes
 - That children and young people from different backgrounds are confident to mix together
 - That staff have access to appropriate diversity training to develop skills to enable them to work in accordance with the values set out in this statement

Teaching and non-teaching staff

- ❖ Everyone in our school has their role to play in delivering our Strategic Equality Plan and ensuring our school is a fair, cohesive and inclusive environment where people can achieve their potential. All staff are required to
 - Ensure that all pupils, colleagues and school visitors are treated fairly, with respect and dignity
 - Support pupils to learn about equality and diversity
 - Challenge negative stereotyping and record any form of identity based bullying or harassment in accordance with the schools procedures

Raising a Concern

- ❖ Any person that feels the the school has not behaved in accordance with this policy statement can raise a concern with the Head teacher. Communication support will be made available as appropriate.

6. One Wrexham Charter of Belonging to Wrexham for Children and Young People

We have adopted the One Wrexham Charter of Belonging to Wrexham for Children and Young People – these are our promises.



We, the children and young people who live and learn in Wrexham:

- Promise to be welcoming to everybody who wants to be part of our community whether they are new to Wrexham or have lived here for a long time.
- Promise to remember Wrexham's history and build on this for our future.
- Promise to play our part in treating each other with respect, being respectful towards one another and in treating other people as we would like to be treated ourselves
- Promise to stand up for what is right and to stand against anger, hatred, prejudice and discrimination,
- Promise to be kind to people who come to Wrexham to live, especially people who come to look for peace or for somewhere to be safe and to learn about people's different languages, religions and cultures so that we can understand them better.
- Promise to look after the environment in Wrexham and take pride in our schools and the places where we live.
- Promise to work together to build bridges of friendship and make Wrexham a happy place for everybody.

7. The Equality and Diversity Network for Schools in Wrexham

Our school is part of the equality and diversity network for schools in Wrexham established by Wrexham County Borough Council.

The Wrexham Schools Equality Network has been established by Wrexham County Borough Council to support schools to meet the requirements of the Equality Act 2010 and advance equality and community cohesion across the Borough.

Aims of the Network

The network will enable schools to access specialist advice and information on equality, human rights, diversity and community cohesion.

The network will help to promote joint working across schools in Wrexham and enable schools to share good equality and diversity practice.

The network will raise awareness of local events, community issues and opportunities to celebrate and improve their understanding of local diversity.

Working Arrangements

The network will communicate using email as far as possible and will meet annually.

Members receive regular updates and information from the Councils Equality Manager. This includes information relating to:

- Equality and diversity training courses and materials
- Updates on local diversity and community events
- General information on equality, diversity, human rights and community cohesion.
- General guidance on meeting the equality duties
- Links to relevant websites

Information will be made available on the schools intranet pages under the folder "Wrexham Schools Equality Network"

8. Further Information and Contacts

The following documents explain more about our equality objectives and how schools in Wrexham are responding to the Equality Act 2010.

- North Wales Equality Objectives - A Collaborative Project between North Wales Public Sector Organisations.
- Developing Regional Equality Objectives - summary of the regional engagement event held in September 2011.

- Equality and Human Rights Commission Report “How Fair is Wales”
- Wrexham County Borough Council Strategic Equality Plan 2012 – 2016
- How Fair is Wrexham – summary of the public engagement event held in November 2011.
- The Equality Act 2010 – Guidance for Schools (Wrexham County Borough Council)
- Equality Act 2010 – Summary action plan for schools (attached)



For further information about our plan or to request a copy of this document in an accessible format, or to obtain a copy of the documents listed here please contact:

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9. See appendix 1