

# CHRIST'S HOSPITAL

## STAFF EQUITY, DIVERSITY AND INCLUSION POLICY

### Aim

1. The aim of this policy is to affirm the commitment of all members of the Christ's Hospital community to give due regard to the Equality Act (2010) in maintaining a living and working environment that is free from prejudice and discrimination. Christ's Hospital will ensure that the principles of equity, diversity and inclusion are embedded in all aspects of the working, learning and living environment of all pupils and staff.
2. Christ's Hospital is an inclusive community that actively promotes equal opportunities for all pupils and staff regardless of race, gender, sexual orientation, religion, socioeconomic background, disability or any other protected characteristic.
3. Christ's Hospital welcomes and promotes the diversity of its pupils and staff. The wide range of cultural, racial, socio-economic and religious backgrounds enriches the school community and helps to promote tolerance of others and their beliefs.

### Responsibilities

4. The successful promotion and implementation of the Equity, Diversity and Inclusion (EDI) Policy requires clear understanding and commitment throughout the School.
5. All staff and pupils have a responsibility to promote good practice with regard to the aims above and conduct themselves accordingly.
6. The Head Teacher, Chief Operating Officer, EDI Lead and Deputy Heads have overall responsibility for ensuring the consistent application of the policy and promotion of good practice in relation to equity, diversity and inclusion matters.
7. All managers and members of the pastoral team, including the Chaplaincy, houseparents, and Heads of Year, have a significant role in promoting these values in the course of their work at the School.
8. The School encourages all staff to take part in the training provided to ensure that they are aware of their individual role in promoting an inclusive community.

### Forms of discrimination

9. **Types:** Discrimination may be direct or indirect and it may occur intentionally or unintentionally.

**Direct discrimination:** Direct discrimination occurs where:

- Someone is treated less favourably because of one or more protected characteristics. For example, rejecting an applicant because of their race or sexual orientation would be direct discrimination.
- Someone is less favourably treated because of their association with someone who has a protected characteristic. For example, an employee treated less favourably because they have a disabled child.
- Someone is treated less favourably because they are perceived to have a protected characteristic. For example, an employee treated less favourably because they are believed to be (but may not actually be) homosexual.

**Indirect discrimination:** Indirect discrimination occurs where an individual is subject to a provision, criterion or practice, applied to a group of people, which puts them at a

particular disadvantage because of a protected characteristic, and it cannot be objectively justified.

An example might be a minimum height requirement for a job. This is likely to eliminate proportionately more women than men. If this criterion cannot be objectively justified, because it is not a proportionate means of achieving a legitimate aim, then it will be indirectly discriminatory on the ground of sex.

**Victimisation:** Discrimination also includes victimisation and harassment.

### **Recruitment and selection**

10. The School aims to ensure that no job applicant receives less favourable treatment because of a protected characteristic. Recruitment procedures are reviewed regularly to ensure that individuals are treated on the basis of their relevant merits and abilities and that sufficiently diverse sectors of the community are reached. Job selection criteria are reviewed from time to time to ensure that they are justifiable on non-discriminatory grounds as being essential for the effective performance of the job.
11. Being an equal opportunities employer, Christ's Hospital is striving to create a workforce in which the composition of the staff better reflects the diverse backgrounds and cultures of the pupil body. This includes but is not limited to: varying advertising locations; exploring trade fairs in higher density population areas and ensuring that we are reviewing employment processes regularly.

### **Staff training and promotion and conditions of service**

12. Staff training needs shall be identified through regular staff appraisals and consultation with middle management. All staff will be given an equal opportunity and access to training to enable them to progress within the School. All promotion decisions shall be made on the basis of merit.
13. Terms and conditions: conditions of service, benefits and facilities are reviewed from time to time to ensure that they are available to all staff who should have access to them and that there are no unlawful obstacles to accessing them.

### **Disability discrimination**

14. If a member of staff is disabled or becomes disabled in the course of their employment, they are encouraged to tell us about their condition. This is to enable us to support the staff member as much as possible and to ensure that they are not treated less favourably because of something related to their disability.
15. Reasonable adjustments: A member of staff with a disability or health condition may also wish to advise their line manager and/or the HR Department of any reasonable adjustments to their working conditions or the duties of their job which they consider to be necessary or which would assist them in the performance of their duties. This may involve the provision of an additional piece of equipment or assistance in helping them to perform their work. The line manager and/or HR may wish to consult with the staff member and with their medical adviser(s) about possible reasonable adjustments and may seek the advice of the School's occupational health advisors.

Careful consideration will be given to any such proposals and they will be accommodated where possible and proportionate to the needs of the job. Nevertheless, there may be circumstances where it will not be reasonable for the School to accommodate the suggested adjustments. In such cases, the School will ensure that

it provides the member of staff with information as to the basis of its decision not to make any adjustments.

16. The School will monitor the physical features of its premises to consider whether it can make any changes to help remove disadvantages which these may create for disabled users.

### **Fixed-term and part-time staff**

17. The School monitors its use of fixed-term, temporary and part-time staff, and their conditions of service, to ensure that they are being offered appropriate access to benefits, training, promotion and permanent employment opportunities. Where relevant, progress is monitored within the School to ensure that fixed-term, temporary or part-time staff are able to access permanent vacancies. The School also ensures requests to alter working hours are dealt with appropriately under the Flexible Working Policy.

### **Agency workers**

18. The School monitors agency workers to ensure that they are treated no less favourably than a comparable worker in relation to accessing collective facilities and amenities at the School. The School also monitors the use of temporary work agencies and subject to the exceptions set out in the Agency Workers Regulations 2010, ensures that all agency workers have the same basic working conditions they would have been entitled to had they been recruited by the School directly into a comparable role.

### **Breaches of the policy**

19. Complaints If a staff member believes they may have been disadvantaged or harassed because of a protected characteristic, they are encouraged to raise the matter through the Staff Grievance Policy and Procedure. Allegations regarding potential breaches of this policy will be treated in confidence and investigated in accordance with the relevant procedure.
20. False allegations These procedures apply during and after termination of employment. Staff who make such allegations in good faith will not be victimised or treated less favourably as a result. False allegations of a breach in this policy which are found to have been made in bad faith will, however, be dealt with under the Disciplinary Procedure.
21. Disciplinary action If, after investigation, a staff member is proven to have engaged in any unwanted conduct because of a protected characteristic, to have made false allegations or otherwise acted in breach of this policy, they will be subject to disciplinary action. In serious cases, such behaviour may constitute gross misconduct and, as such, may result in summary dismissal. The School will always take a strict approach to serious breaches of this policy.

### **Further advice**

22. The HR Manager, EDI Lead and Deputy Heads are available to discuss any questions staff may have in relation to this policy.

Author: LWGW/LLH

Date of last review: October 2022

Date of next review: October 2024