



IV: SINGLE EQUALITY SCHEME

2016 – 2019

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Introduction

- The Sheiling Ringwood comprises a residential specialist school and residential specialist college which provide education for young people with learning difficulties and disabilities. The Sheiling Ringwood is committed to minimising the disadvantage for those young people for whom mainstream education is not an option.
- The Sheiling Ringwood is committed to all aspects of equality and diversity. We strive to ensure the elimination of discrimination and view difference as a reason for celebration. The Sheiling Ringwood judges itself to be a fair institution, where everyone accepts the differences between individuals and where we value the benefits that diversity brings and how it enriches The Sheiling Ringwood.
- The promotion of equality and diversity concerns us all. The Sheiling Ringwood is committed to excellence in teaching, learning and care by ensuring there is equality of opportunity for all, fostered in an environment of mutual respect and dignity.
- The Sheiling Ringwood's mission statement clearly demonstrates commitment to equality at the highest level:
"To create an educational therapeutic community and environment, which upholds each person's human integrity and spiritual wholeness and where every child and young person, both because of and despite their individual challenges, has something to give and something to learn through all of their relationships with others."
- This is The Sheiling Ringwood's first Single Equality Scheme (SES) and it sets out how we will meet our Single Equality duty. We will no longer produce separate gender, race and disability equality schemes. This Scheme will be our unified approach and will be regularly reviewed and updated.
- The Sheiling Ringwood, as a recipient of public funds, has a legal obligation to meet positive duties in relation to race, disability and gender as follows:

Race Relations (Amendment) Act 2000: Race Equality Duty

The general race equality duty is to:

- Eliminate unlawful racial discrimination.
- Promote equality of opportunity.
- Promote good relations between people of different racial groups.

Disability Discrimination Acts 1995 and 2005: Disability Equality Duty

The general disability equality duty is to:

- Promote equality of opportunity between disabled people and others.
- Eliminate unlawful disability discrimination.
- Eliminate disability-related harassment.
- Promote positive attitudes towards disabled people.
- Encourage participation by disabled people in public life.
- Take steps to take account of peoples' disabilities, even where that involves treating disabled people more favourably than others.

Equality Act 2006: Gender Equality Duty

The general gender equality duty is to:

- Eliminate unlawful discrimination and harassment.
- Promote equality of opportunity between men and women.

1U. The Sheiling Ringwood Single Equality Scheme 2016-2019

Equality Act 2006

This Act established in October 2007, a Commission for Equality and Human Rights (CEHR). The Act also began planning for a Single Equality Act to bring together equality strands into one harmonised, modernised and simplified piece of legislation.

Equality Act 2010

- The Equality Act brings together nine separate pieces of legislation into one single Act simplifying the law and strengthening it in important ways to help tackle discrimination and inequality.
- Existing legal public duties covering race, gender and disability are extended to cover age, sexual orientation, gender reassignment, religion and belief.
- However, equality and diversity is more than just meeting legal obligations. It is about making a difference to the lives of the people we serve, treating all people with dignity and respect, and recognising the value of each individual.
- The Act recognises the following types of discrimination:
 - Direct discrimination, including association and perception discrimination.
 - Indirect discrimination.
 - Harassment.
 - Victimisation.
 - Discrimination arising from a disability.
 - Failure to make reasonable adjustments.

Characteristic	New Provisions or Changes to legislation 2010
Disability and direct discrimination	To qualify for protection from discrimination, a disabled person no longer has to show that their impairment affects a particular "capacity" such as mobility or speech, hearing or eyesight
Harassment and victimisation	There is now no need for a victim to show that they have been less favourably treated – they need only show that they have been treated badly.
Gender reassignment	To qualify for protection from discrimination a transsexual person no longer has to show that they are under medical supervision Indirect Discrimination, discrimination by perception or association are new to this area.
Direct discrimination	This involves someone being treated less favourably than another person because of a protected characteristic.
Indirect discrimination	This happens when there is a rule, policy or practice that applies to everyone, but which particularly disadvantages people who share a particular protected characteristic. Indirect discrimination now applies to disability and gender reassignment as well as all the other characteristics listed below.
Discrimination by association	Where someone is discriminated against because they are linked or associated with someone who has a protected characteristic. This is new to characteristics of disability, gender reassignment and sex.
Discrimination by perception	This is where someone is discriminated against because they are wrongly perceived to have a particular protected characteristic or is treated if they do – this is new to disability, gender reassignment and sex.

This Single Equality Scheme is intended to ensure that we meet these duties, by bringing together existing equality schemes and action plans into one cohesive plan. The Scheme helps to demonstrate that equality and diversity are at the heart of what we do. Leadership and engagement at every level in every part of The Sheiling Ringwood are needed to make the Scheme a success. We all need to work positively to reinforce the benefit from having a diverse student and staff population that helps to enrich the learning process and the educational opportunities we offer.

1U. The Sheiling Ringwood Single Equality Scheme 2016-2019

Principles

- The commitment to delivering our Single Equality Scheme is embodied in the following principles:
 - a) Discrimination and harassment, direct or indirect, based on a person's disability is unjust. It is the right of all individuals to expect fair treatment.
 - b) All members of The Sheiling Ringwood – student, trustee, staff or visitor - will be valued equally and treated considerately.
 - c) The social model of disability will be promoted across The Sheiling Ringwood.
 - d) The promotion of excellent practice in equality will be central to all aspects of The Sheiling Ringwood life: learning, teaching, employment, environment, student services.
 - e) All students are entitled to an inclusive learning environment and the provision of an accessible curriculum.
 - f) Staff and students are entitled to dignity and respect in the workplace and learning environment.
 - g) The commitment and involvement of staff and students is essential to the implementation and review of our Single Equality Scheme.

Equal Opportunities Statement

The Sheiling Ringwood is committed to the promotion of Equal Opportunities in all aspects of its services. The Sheiling Ringwood believes that all forms of prejudice and discrimination are unacceptable. The Sheiling Ringwood will seek to challenge inequality, prejudice and discrimination on the grounds of:

- Gender
- Disability
- Race
- Age
- Religion or Belief
- Sexual Orientation
- Gender Reassignment
- Pregnancy and Maternity

Marriage and Civil Partnerships - being married or in a civil partnership is NOT a protected characteristic for the further and higher education institution provisions.

Equality and Human Rights Commission

- We aim to be an organisation that prides itself on equality of opportunity for all and valuing diversity.
- We seek to ensure that everyone is able to reach their full potential and to do this we want to create a working and learning environment where we are equality confident. This means that everyone is encouraged to participate and feels that their contribution is valued. In short, we are committed to supporting and actively encouraging a diverse community.
- It is the responsibility of every person involved in The Sheiling Ringwood to ensure that the policy is implemented fully by making sure that they do not discriminate in their daily contact with each other. In addition, all members of The Sheiling Ringwood community should be aware that they have a duty to uphold equal opportunities principles.
- The Sheiling Ringwood will work towards the elimination of prejudice and discrimination, whether overt or covert and will seek to ensure that all staff have equal access to the range of Sheiling Ringwood facilities.

Diversity

- Diversity is the celebration of the differences between people regardless of gender, ethnicity, disability, sexual orientation, age and religious and cultural beliefs.
- Diverse means different. We are all different, therefore diversity includes us all.

Equality of opportunity

- Equality is treating everyone fairly – but not *'treating everyone the same'*
- Equality and diversity is about taking steps to ensure that this vision becomes a reality.

1U. The Sheiling Ringwood Single Equality Scheme 2016-2019

- An active Equality and Diversity Working Group was established in November 2013, meets termly and is responsible for the promotion, development, monitoring and review of equal opportunities policies generally within The Sheiling Ringwood.
- The Equality and Diversity Working Group will ensure the effectiveness of the policies relating to equality of opportunity by:
 - Monitoring the recruitment process.
 - Taking into serious consideration any complaints regarding equal opportunity issues.
 - Analyse information gathered with regard to equal opportunities issues and specific areas of under-representation.
 - Relate this evidence to marketing, recruitment and selection procedures.
 - Review The Sheiling Ringwood's procedures and publications for bias.
 - Making recommendations on best practise

Staff Training and Development

- We provide an integrated programme of training to ensure that all staff have a clear awareness of issues relating to equality and diversity in general. This includes the incorporation of equality and diversity issues into Staff Induction training, and the provision of mandatory specific equality and diversity training. We are also working towards delivering training for academic staff in the incorporation of equality in the development and delivery of learning, teaching and assessment.

Systematic Record Keeping and Reporting

- The Sheiling Ringwood collects and keeps records of equality and diversity in a systematic and coordinated way to enable efficient analysis and review. Training and efficient administration supports this strategy. Information on equality and diversity is gathered at enrolment (for students) and on recruitment (for staff).
- The Sheiling Ringwood has a focus on securing high standards of attainment for all students from all ethnic backgrounds, and of different socio-economic statuses, abilities and interests, ensuring that students are treated with respect and supported to achieve their full potential. Rigorous analysis and evaluation of students' performance ensures barriers to learning are recognised and surmounted. Progress can be evaluated by analysing assessment results to keep track of the relative performance of different groups and to tackle underperformance by any particular group. In line with existing duties, The Sheiling Ringwood has effective approaches in place to deal with incidents of prejudice, discrimination, bullying and harassment.
- Equality and diversity is promoted strongly throughout The Sheiling Ringwood. Promotional literature portrays students and staff in a positive non-stereotypical manner. All staff receive training in equality and diversity underpinning the establishment of a safe, non-discriminatory Sheiling Ringwood environment. The Sheiling Ringwood monitors student attainment by gender, age, ethnicity and disability. This rigorous analysis and evaluations of students' performance ensures barriers to learning are recognised and surmounted.
- Monitoring and evaluation is carried out through:
 - Collection of data, in accordance with data protection, on the ethnic background, gender, disability and age; analysis of that and other data.
 - Data is benchmarked against local and national data from the most recent national census.
 - Comparing analysis of monitoring with previous years' - progress check.
 - Learner and staff surveys.
 - Lesson observation reports and schemes of work.
 - Quality assurance procedures and self-assessment processes.
 - Reviews of formal complaints received.
 - Monitoring reports to the Governors.

Monitoring

Without monitoring, an organisation will never know whether its equal opportunities policies are working. To have equality policies without monitoring is like aiming for good financial management without keeping financial records. As an education institution, The Sheiling Ringwood must monitor, by different groupings, student admissions and progress, and staff recruitment and career development.

1U. The Sheiling Ringwood Single Equality Scheme 2016-2019

Consultation

It is recognised that the involvement of all groups of people is critical to the success of this Single Equality Scheme and encouraging and supporting all stakeholders to take part and have a meaningful impact on The Sheiling Ringwood's equality planning will be an ongoing activity. The Sheiling Ringwood is responsive to the views of students, parents, staff, trustees, other stakeholders and collaborative partners.

Impact Measures and Targets

To inform the setting of targets and the measurement of our progress in achieving them, The Sheiling Ringwood will collect and analyse the following information by equalities groups:

For students

- Profile of students.
- Applications, success and failure rates of admission to programmes.
- Achievement rates.
- Work placements.
- Complaints by students (or on behalf of students) and their response.
- Student surveys.

For employees

- Profile of employees.
- Recruitment and selection by application, shortlisting, interview and appointment.
- Type of contract (permanent, temporary).
- Training.
- Promotion application and success rates.
- Disciplinary proceedings.
- Grievances.
- Staff surveys.

General Duties

There is a general duty placed upon The Sheiling Ringwood to eliminate unlawful discrimination and harassment, to promote equality of opportunity, to encourage good relations and positive attitude between all groups and to take positive action where appropriate.

The Sheiling Ringwood will achieve this through the following actions:

Eliminate unlawful discrimination	<ul style="list-style-type: none">• Through The Sheiling Ringwood policies and procedures.
Promote equality of opportunity	<ul style="list-style-type: none">• Through The Sheiling Ringwood policies and procedures.• Staff CPD events.• Equality and Diversity celebration events.• Equality and Diversity Working Group.
Encourage good relations and positive attitude between all groups	<ul style="list-style-type: none">• Community involvement.• Staff CPD events.• Invited speakers.
Eliminate harassment	<ul style="list-style-type: none">• The Sheiling Ringwood ethos.• Disciplinary process.
Take positive action where appropriate	<ul style="list-style-type: none">• Student support.• Staff CPD events.

Specific Duties

There are a number of specific duties relating to existing legislation which we have applied to all components of our Single Equality Scheme. They are intended to eliminate unlawful discrimination, promote equality of opportunity and to monitor and assess the impact of activities upon students, staff and visitors.

1U. The Sheiling Ringwood Single Equality Scheme 2016-2019

Prepare and monitor specific policies	<ul style="list-style-type: none"> All policies related directly and indirectly to the Single Equality Scheme are reviewed regularly.
Assess the impact of existing and proposed relevant policies and procedures on students and staff	<ul style="list-style-type: none"> Equality analysis undertaken at the time of all policy reviews.
Monitor the achievement and progress of students	<ul style="list-style-type: none"> All student data is reviewed and analysed according to equality groups Monitoring and reporting of data is through the Self-Assessment Processes.
Monitor the arrangements for the appointment and progression of staff	<ul style="list-style-type: none"> Human Resources monitor and track all recruitment and upgrading of staff activity and record plans for addressing issues affecting any pertinent minority group through the self-assessment process.
Consult staff, students and shareholders from minority groups	<ul style="list-style-type: none"> The Sheiling Ringwood has mechanisms for consulting with students (student council, house meetings, student surveys), staff (staff meetings, staff surveys)
Outcome An organisation where people from different minorities can come together in learning and work. Action is taken where appropriate, to overcome long term disadvantages and where achievement and progress is based upon equality, endeavour and without prejudice.	

Specific Equality Duties – Equality Act 2010

There are two new specific duties:

- To publish information (information relating to persons who share a relevant protected characteristic who are employees and other persons affected by policies and practices – students)
- To set and publish equality objectives

This Single Equality Scheme shows how we will address all protected characteristics:

- Gender.
- Disability.
- Race.
- Age.
- Religion or Belief.
- Sexual Orientation.
- Gender Reassignment.
- Pregnancy and Maternity.

Marriage and Civil Partnerships - being married or in a civil partnership is NOT a protected characteristic for the further and higher education institution provisions.

Equality and Human Rights Commission

GENDER

- Staff are remunerated in accordance with their post and relevant qualifications.
- Staff are entitled to a contract and are employed subject to the terms and conditions outlined.
- Permanent staff are entitled to join a Sheiling Ringwood pension scheme.
- The Sheiling Ringwood is committed to the principle of equal pay for all of our employees.
- Our pay policy provides clear guidance on how to progress through pay scales. This is based on the level of the role and qualifications.
- We have eliminated any gender bias in our pay systems. We understand that equal pay between men and women is a legal right under domestic and European law.
- It is in the interest of The Sheiling Ringwood to ensure that we maintain a fair and just pay system. We believe that in eliminating gender bias in our pay system we are sending a positive message to our staff. Annual Pay reviews are embedded into the pay scale.

Recruitment and Selection

- We aim to recruit, retain and develop high quality staff and we will only achieve this vision if we embrace equality of opportunity and promote diversity and difference within our staff group.
- The Sheiling Ringwood has developed its recruitment and selection process over recent years to include a standard application form and job packs which include job descriptions and person specifications. The selection process is structured in such a way as to test skills and experiences of candidates using a competency based approach. This helps to encourage the short listing and selection of candidates on the basis of skills and relevant experience and reduces the potential for discrimination.

DISABILITY

The Disability Discrimination Act (DDA Part 4) 1995 and SENDA 2001 was framed to ensure that young people with learning difficulties and disabilities have equal access to further education and are not discriminated against due to their disability.

All students at The Sheiling Ringwood have learning difficulties and/or physical disabilities. The Sheiling Ringwood maintains a rigorous assessment process which enables all enrolled students to access the full curriculum of The Sheiling Ringwood by providing appropriate support.

The main objective in promoting equality of opportunity for disabled people is for them to have full opportunities and choices to improve the quality of their lives, and be respected and included as equal members of society.

Disability Discrimination Act – definition of disability:

Disability is defined by the DDA as:

“A physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities.”

This is known as the **medical model** of disability.

The Sheiling Ringwood prefers the **social model** of disability to the **medical model** of disability. It may be helpful first to outline why. Disability equality means different things to different people. Disability occurs because barriers hinder disabled people from taking a full part in the community.

The **social model** of disability is defined as:

“The recognition that primarily it is the loss or limitation of opportunities, due to environmental and social barriers, that prevents people who have impairments from participating in society on an equal level with others.”

The **social model** begins with the understanding that disabled people face exclusion and discrimination because barriers are placed in the way of their full participation in society.

“The social model identifies the barriers, behaviours and attitudes that cause problems for disabled people. Disabled people are empowered by the social model because it helps them to recognise and overcome the barriers of society.”

(Disability Rights Commission)

The **social model** of disability makes the important distinction between 'impairment' and 'disability' and has been worked out by disabled people who feel that the **medical model** does not provide an adequate explanation for their exclusion from mainstream society - because their experiences have shown them that in reality most of their problems are not caused by their impairments, but by the way society is organised.

1U. The Sheiling Ringwood Single Equality Scheme 2016-2019

It follows that if disabled people are to be able to join in mainstream society, the way society is organised must be changed. Removing the barriers which exclude (disable) people who have impairments can bring about this change.

“...disabled people do not face disadvantage because of their impairments but experience discrimination in the way we organise society. This includes failing to make education, work, leisure and public services accessible, failing to remove barriers of assumption, stereotype and prejudice and failing to outlaw unfair treatment in our daily lives.”

Disability Rights Commission

The Sheiling Ringwood has embraced the changes required by the Disability Discrimination Act and is committed to the **Social Disability Model**.

Employment

Regarding employing people with disabilities, The Sheiling Ringwood will implement commitments about being positive about disability:

- To interview all applicants with a disability who meet the minimum criteria for a job vacancy and consider them on their abilities.
- To ensure there is a mechanism in place to discuss at any time, but at least once a year, with disabled employees what can be done to make sure they develop and use their abilities.
- To make every effort when employees become disabled to make sure that they stay in employment.
- To take action to ensure that all employees develop the appropriate level of disability awareness needed to make the commitments work.
- Each year to review the commitments and what has been achieved, to plan ways to improve on them and let employees know about progress and future plans.

If a candidate is considered suitable for appointment The Sheiling Ringwood will follow the advice given in the Employment Code of Practice under the DDA to enable a new appointee to carry out the job, providing some reasonable adjustments are made. The Sheiling Ringwood will pay due regard to the reasonable adjustments set out in the DDA, by considering, for example:

- Adjusting the premises.
- Re-allocating some of the duties to another person.
- Altering working hours.
- Allowing time off for treatment.
- Making The Sheiling Ringwood materials available in the preferred format.
- Acquiring or modifying equipment.
- Rehabilitation leave.
- Training.
- Providing a reader or interpreter.
- Providing supervision.

The Sheiling Ringwood will discuss with the new appointee what relevant reasonable adjustments are needed. If suitable expertise is not available within The Sheiling Ringwood to deal with a particular reasonable adjustment, The Sheiling Ringwood will seek the advice of the Disability Employment Adviser under the Access to Work scheme. The Government's Access to Work programme covers the costs of providing reasonable adjustments to disabled people in employment.

The Equality and Diversity Working Group will produce an accessibility questionnaire and survey students on the accessibility of the campus. The Student Council will also identify accessibility issues around The Sheiling Ringwood and an annual “you said – we did” poster will be produced summarising actions taken as a result.

RACE

- The definition of race includes colour, nationality, ethnic or national origin.

1U. The Sheiling Ringwood Single Equality Scheme 2016-2019

Student data

- The Sheiling Ringwood will have a recruitment policy that encourages students from a wide range of backgrounds to visit for pre-entry assessment.

Staff data

- The Sheiling Ringwood will have a recruitment policy that encourages applications for employment from people from a wide range of backgrounds.

AGE

It is unlawful for an employer to discriminate against staff on the grounds of an individual's age. Employment Equality (Age) Regulations came into effect on 1 October 2006. This age discrimination legislation affects how staff can be selected and recruited and governs staff training, promotion and performance appraisal and also retirement and redundancy. Employers must take positive action to prevent or compensate for disadvantages related to age.

The Sheiling Ringwood is committed not to discriminate against staff on the grounds of age.

Recommendations include:

- Date of birth should be excluded from job application forms.
- Job adverts should avoid words that may be deemed as age discrimination.
- All staff should be aware that it is a breach of legislation to discriminate, harass or victimise someone on the grounds of age.
- Employees should be informed of the action they could take if they consider they are subject to age discrimination, harassment or victimisation at work.
- Training and promotion opportunities should not be denied to employees on the basis of age.
- Employers should maintain records to monitor the effectiveness of their Single Equality Policy (including age data).
- Compulsory retirement below the age of 65 (unless objectively justified) is banned.
- Employers cannot make employees redundant on the basis of age and must give consideration to a request by an employee to work beyond the retirement date.
- The upper age limit for unfair dismissal has been removed.

The new Equality Act which came into force in October 2010 is a mixture of rights and responsibilities: In accordance with the new Act, The Sheiling Ringwood will continue to:

- Eliminate unlawful discrimination on the basis of age.
- Promote equality of opportunity regardless of age.
- Support the training and professional development of employees regardless of age.
- Promote and encourage lifelong learning.
- Monitor and report on the age profile of our learners and our staff.
- Monitor practices and procedures to ensure that we do not discriminate on the basis of age.
- Consider requests by staff to work beyond the age of 65.

RELIGION AND BELIEF

It is unlawful to discriminate because of religion or belief or lack of religion or belief.

The definition of 'religion' in the Employment Equality (Religion or Belief) Regulations 2003 is very wide in its scope and states that religion and belief include:

- Religion means any religion.
- Belief means any religious or philosophical belief.
- A reference to religion includes a reference to a lack of religion.
- A reference to belief includes a reference to a lack of belief.

A number of factors apply when deciding what is a 'religion or belief' for example collective worship, clear belief system or a profound belief affecting a way of life or view of the world. Political beliefs are expressly excluded.

1U. The Sheiling Ringwood Single Equality Scheme 2016-2019

Amendments were made to these regulations substituting a new regulation 2(1) by clause 77 of the Equality Act 2006. It is now clear that:

- Non-believers are expressly covered by the 2003 Regulations.
- A reference to religion or belief will encompass a reference to lack of religion or belief.
- A philosophical belief (e.g. climate change) does not have to be 'similar' to a religious belief.

There are other religions but these twelve are the most recognised:

- Bahá'í
- Buddhism *
- Christianity *
- Confucianism
- Hinduism *
- Islam *
- Jainism
- Judaism *
- Shinto
- Sikhism
- Taoism
- Zoroastrianism

The religions marked with an asterisk *are considered to be the five most popular religions of the world.

The Sheiling Ringwood seeks to promote equality of opportunity between all students and staff and is committed to ensuring fairness and equal access to all whatever their faith or beliefs. The Sheiling Ringwood maintains its policy of not to discriminate against staff or students due to their religion or belief.

The Sheiling Ringwood recognises that many religions and beliefs are represented in our multi-cultural society and that staff may wish to observe the requirements of their chosen religion or belief system while at work. We aim to ensure a fair and consistent approach in the management of such requests (e.g. time off for religious festivals, Sunday working etc.), so that no employee is discriminated against on the basis of his or her religion, belief or absence of religion or belief.

All employees have a right to equal access to opportunities for promotion, transfer and training, and to any other benefits, facilities or services irrespective of their religion or belief or absence of religion or belief.

The Sheiling Ringwood has taken positive steps to ensure that our equal opportunities policies are put into practice in every aspect of recruitment and employment. The Sheiling Ringwood ensures to prevent discrimination, harassment and victimisation on the basis of religion and belief or absence of religion or belief.

The Sheiling Ringwood's dress code policy when written will take into consideration the aspects of religion and belief and ensure that people of any particular religion are not put at a disadvantage provided that Health & Safety legislation is complied with.

The Sheiling Ringwood celebrates religious, cultural and other festivals throughout the year and will ensure that students and staff are provided with an understanding and appreciation of different religions and their contribution to our society.

The Sheiling Ringwood provides access and information to all staff and students regarding different religions and beliefs as part of its equality and diversity promotion. The Sheiling Ringwood has introduced an equality and diversity monitoring form to gain an improved understanding of the individual's orientation and the information provided will allow The Sheiling Ringwood to make necessary adjustments to support the member of staff if necessary (e.g. compulsory training not to be held on days of religious rest days/festivals).

In line with the Equality Act 2010 which came into force on 1st October 2010 The Sheiling Ringwood is making the following new provisions:

1U. The Sheiling Ringwood Single Equality Scheme 2016-2019

- Introduction of a Single Equality Scheme covering all protected characteristics
- Extension of the type of positive action The Sheiling Ringwood may take when recruiting staff, so as to allow preference to be given at the point of selection to candidates from under-represented or disadvantaged groups (e.g. ethnic minority candidates) in circumstances where the candidate in question is at least as suitable for the job as other candidates— such positive discrimination will be purely optional and in no way an obligation.

The Sheiling Ringwood will upon request make available private space for multi faith purposes or special requirements associated with protected characteristic available for students and staff.

The Sheiling Ringwood celebrates religious, cultural and other festivals throughout the year and ensures that students and staff are provided with an understanding and appreciation of different religions and their contribution to our society.

SEXUAL ORIENTATION

The Sheiling Ringwood is committed not to discriminate against staff on account of their sexual orientation.

- Heterosexuality – is the attraction to the opposite sex
- Homosexuality – is same-sex attraction
- Bisexuality – is attraction to both the same and the opposite sex
- National research indicates that homophobic bullying is a particular issue within schools and colleges and as such The Sheiling Ringwood intends to work proactively to prevent bullying.

GENDER REASSIGNMENT

- The Sheiling Ringwood celebrates and values the diversity of its workforce.
- Gender reassignment (Transsexualism) is a personal process (rather than a medical process) which involves a person expressing their gender in a way that differs from or is inconsistent with the physical sex they were born with. For a transsexual person, the process of “transitioning”, may involve a variety of treatments including hormone therapy, surgery and hair removal. People who have transitioned do not necessarily identify as trans any longer; they may identify as simply a man or a woman.
- There is a general duty for education institutions to be proactive in promoting equality between trans people and non-trans people of any gender.
- The Equality Act 2010 no longer requires a person to be under medical supervision in order to gain protection.
- Transphobia refers to prejudice against transsexuality and transsexual or transgender people, based on their personal gender identification.
- The absence of official data makes it difficult to determine the level of discrimination, inequality or social exclusion faced by the trans community.
- The Sheiling Ringwood recognizes that there are differences between physical sex and gender identity. The Sheiling Ringwood will at no time discriminate against people on the grounds of sexuality, transvestitism, transsexualism, intersex conditions or any process of gender re-assignment, begun or complete.
- It will seek to eliminate discrimination on grounds of sexual identity, and also to create a working and learning environment based on good relations between all, including trans people. To this end, The Sheiling Ringwood aims to include non-stereotypical images of diverse gender identities in any materials that it produces. The aim is to create a positive inclusive ethos where issues of stereotyping can be discussed openly, with a shared commitment to respecting diversity and difference, and to encouraging good relations between people with any sexuality identity.
- The Sheiling Ringwood will work towards the elimination of discrimination whether overt or covert and will seek to ensure that all employees and learners have equal access to all learning programmes and facilities.
- The Sheiling Ringwood recognises the valuable contribution made by all, whatever their sexuality, including trans people, in terms of the quality of experiences brought to learning, teaching, support services, research, consultancy, administration and management.

1U. The Sheiling Ringwood Single Equality Scheme 2016-2019

- An employee who perceives that they have been discriminated against on the basis of their sexuality or gender identity shall have full right of protection under The Sheiling Ringwood's procedures.
- A person will be protected because of gender reassignment where they:
 - Make their intention known to someone – it does not matter who this is, whether it is someone at The Sheiling Ringwood or at home or someone like a doctor.
 - Once they have proposed to undergo gender reassignment they are protected, even if they take no further steps or they decide to stop later on.
 - They do not have to have reached an irrevocable decision that they will undergo gender reassignment, but as soon as there is a manifestation of this intention they are protected.
 - Start or continue to dress, behave or live (full-time or part-time) according to the gender they identify with as a person.
 - Undergo treatment related to gender reassignment, such as surgery or hormone therapy.
 - Have received gender recognition under the Gender Recognition Act 2004.
 - It does not matter which of these applies to a person for them to be protected because of the characteristic of gender reassignment.

PREGNANCY AND MATERNITY

- The Sheiling Ringwood is committed not to discriminate against staff due to pregnancy or maternity.
- To claim pregnancy or maternity discrimination a female must show that she has been treated unfavourably because of her pregnancy or maternity and does not have to compare her treatment to the treatment of someone who was not pregnant or a new mother.
- It is not direct discrimination against a male member of staff or student to offer a female special treatment in connection with her pregnancy or childbirth.
- It is discrimination to treat a woman (including a female staff or student of any age) less favourably because she is or has been pregnant, has given birth in the last 26 weeks or is breastfeeding a baby.
- It is direct sex discrimination to treat a woman less favourably because she is breastfeeding a child.

Legal Responsibilities

- The Sheiling Ringwood has a duty to ensure compliance with the following various pieces of equalities legislation:

Age Discrimination Act 2006

Civil Partnerships Act 2004

Disability Discrimination Act 1995

Disability Discrimination Amendment Act 2005

Employment Equality Regulations 2003 – Sexual Orientation and Religion & Belief

Employment Equality Regulations 2005 – Sex Discrimination

Employment Equality Regulations 2006 – Age

Equal Pay Act 1970 (+ 1983 amendments)

Equality Act 2006

Equality Act 2010

Fixed-term Employees Regulations 2002

Gender Recognition Act 2004

Human Rights Act 2000

Part-time Workers Regulations 2006

Race Relations Act 1976

Race Relations Amendment Act 2000

Race Relations Act 1976 (Amendment) Regulation 2003

Racial and Religious Hatred Act 2006

Rehabilitation of Offenders Act 1974

Sex Discrimination Acts 1975, 1986 (including 2005 amendments)

Special Educational Needs and Disability Amendment Act 2001

The Sex Discrimination (Gender Reassignment) Regulations 1999

1U. The Sheiling Ringwood Single Equality Scheme 2016-2019

Our approach to Equality Impact Assessments (EIAs)

- The Sheiling Ringwood has adopted best practice of implementing EIAs for all equality areas rather than the current legal minimum of EIAs, in the areas of race, disability and gender. This means that our EIAs also cover gender reassignment, age, sexual orientation and religion and belief.
- The Equality and Diversity Working Group provides the strategic overview of the EIA work and acts as the validating body for completed EIAs before publication of the outcomes.
- The Equality and Diversity Working Group leads the development of and support for the EIA work across The Sheiling Ringwood. This includes producing guidance, delivery of training and provision of ongoing support to those carrying out EIAs.
- Policies will be listed for review and a process will be in place to ensure that all reviews of policies or procedures have an EIA carried out as part of this process.

Equality Impact Assessment to Equality Analysis

The new regulations refer to equality analysis rather than equality impact assessment. The change in terminology from 'equality impact assessment' to 'analysis of the effects on equality' is intended to focus more attention on the quality of the analysis and how it is used in decision-making, and less on the production of a document, which some may have taken to be an end in itself.

The equality duty does not specify how public authorities should analyse the effect of their policies and practices on equality, but doing so is an important part of complying with the general equality duty. It is up to each organisation to choose the most effective approach for them.

Source: Equality analysis and the equality duty. A guide for public authorities.

Equality and Human Rights Commission. Published January 2011

and

The New Equality Act 2010 – What does it mean for the further education sector? Dr Christine Rose,

Implementing the Single Equality Scheme

The Sheiling Ringwood's trustees are legally responsible for promoting equal opportunities and diversity, eliminating unlawful discrimination, implementing the duties and ensuring effective policies and procedures are in place and to continuously improve the quality of equal opportunities throughout The Sheiling Ringwood. The trustees ensure they have an awareness of all relevant legislation, that membership of the Sheiling Special Education Trust Council (Governing Body) reflects the wider community, that the strategic plan includes a commitment to equality and diversity and that they receive and respond to equal opportunities monitoring data.

The Principal is responsible to the trustees for ensuring that equality and diversity is continuously promoted and comprehensively implemented in all aspects of The Sheiling Ringwood's operation.

Reporting on the Single Equality Scheme

Progress against the Single Equality Scheme will be reviewed on an ongoing basis by the Equality and Diversity Working Group and will be updated accordingly. The Single Equality Scheme Action Plan 2016-2019 will be reviewed formally each year and will feed into the Equality and Diversity Annual Report produced in the autumn term and presented to trustees by the chair of the Group.

This report will summarise the steps taken to fulfil the duty to promote equality and eliminate discrimination. The report will detail progress towards any actions identified, the issues arising from equality analysis and how these were dealt with. It will also summarise the results of the information gathered and actions taken to address issues identified from that information.

Future Development of the Scheme

- The Single Equality Scheme Action Plan 2016-2019 will reflect changing circumstances, both internal and external. To remain current and 'live' the Single Equality Scheme will be subject to amendment and progress reporting over the coming months and years in order to achieve ongoing improvement.
- The Equality and Diversity Working Group has overall responsibility for and will monitor the Single Equality Scheme and accompanying actions throughout the three year life-span of the first scheme. An annual review report will be produced by the Equality and Diversity Working Group which will form part of the Equality and Diversity Report presented by the chair of the Equality and Diversity Working Group to the trustees.

1U. The Sheiling Ringwood Single Equality Scheme 2016-2019

The current Single Equality Scheme runs through to 2016 when a full review of the Scheme will take place before a further Scheme will be developed for the period 2016 – 2019. The revised Scheme in 2016 will take into account the information gathered in the first three years and with the continued assistance of staff, students and visitors, focus will be maintained on priority areas identified.

Future schemes will include the following points:

- Overall responsibility for overseeing and moving the Single Equality Scheme forward.
- Continuing equality analysis.
- Continuing consultation and involvement of disabled people.
- Communication and training.
- Reporting and feedback.

Availability of Single Equality Scheme

Publication

Paper copies of the Single Equality Scheme are available for staff, students and visitors.

The Single Equality Scheme will be available upon request in a variety of alternative languages formats such as:

- Large print
- Audio
- Symbols
- Braille

Requests for such formats should be made to The Sheiling Ringwood.

The Single Equality Scheme will also be available on The Sheiling Ringwood website www.thesheilingringwood.co.uk.

Communication

The Sheiling Ringwood will ensure that its publications and publicity material promote positive images of equality in both language and illustration.

The process and issues underpinning this Single Equality Scheme review and oversight by the EDI Working Group. Any queries relating to the Scheme should be addressed to this Group.