



NORTH BIRMINGHAM ACADEMY

EQUAL OPPORTUNITIES - STAFF

1 Preamble

- 1.1 Employers must follow all employment/equal opportunities legislation whether or not a formal equal opportunities policy is in place.
- 1.2 Employees can take action against an employer/academy for reasons related to discrimination. In order for the academy to be able to defend such a claim successfully it needs to have a clear equal opportunities policy in place.
- 1.3 Whilst it would certainly be deemed unfair to dismiss someone for a reason related to an aspect of discrimination, employees can also make discrimination claims while they are still employed at the school.
- 1.4 Stress caused by perceived discriminatory treatment and failure of management to deal with perceived harassment and bullying can also give rise to breach of contract claims or personal injury claims.

2 Notes:

- 2.1 The Sex Discrimination Act 1975 applies to both males and females and makes it unlawful to discriminate against any person on the grounds of gender.
- 2.2 The Race Relations Act 1976 defines racial discrimination as discrimination on the grounds of colour, race, and nationality or ethnic or national origins.

2.3 Under the Disability Discrimination Act 1995, disabled people have a right not to be discriminated against in employment or access to goods and services. A person has a disability if he/she has a physical or mental impairment which has a substantial long-term effect on his/her ability to carry out normal day to day activities.

2.4 Legislation was enacted in December 2003 to protect against discrimination on the grounds of sexual orientation, religion or belief.

3 Age

3.1 It is also unlawful to discriminate against an employee on the grounds of trade union affiliation or activity.

4 Introduction

4.1 This policy statement will be implemented in accordance with the appropriate statutory requirements and full account will be taken of all available official guidance and relevant Codes of Practice.

4.2 EACT is committed to promoting understanding of the principles and practices of equality and justice.

4.3 Every member of staff is regarded as of equal worth and importance, irrespective of his/her religion, belief, culture, class, race, gender, sexuality, disability or age.

5 Aims

5.1 To ensure that no job applicant or employee is discriminated against either directly or indirectly on the grounds of race, colour, religion or belief, nationality, ethnic or national origin, gender, sexual orientation, marital status, disability, age, part time working or trade union affiliation.

- 5.2 To provide an environment in which all staff feel safe enough to express and question views.
- 5.3 To ensure that all staff feel valued and supported and have appropriate advice and encouragement for their professional development.
- 5.4 To ensure the principles and practices of Equal Opportunities apply to all members of the academy community.

6 Discrimination

- 6.1 The policies and procedures adopted by the academy will reflect this Equal Opportunities policy statement.
- 6.2 All forms of discrimination by any person within the academy's responsibility will be treated seriously, as such behaviour is unacceptable and may lead to disciplinary action.

7 Appointments

- 7.1 Those involved in making appointments must ensure that in recruitment procedures any advertisements, shortlisting and interview procedures are without any direct or indirect discrimination.
- 7.2 The recruitment and selection process is crucially important and EACT will endeavour through appropriate training to ensure that those making selection and recruitment decisions do not discriminate in making these decisions.
- 7.3 Interview questions will be related to the requirements of the job and will not be of a discriminatory nature.
- 7.4 Selection decisions will not be influenced by perceived prejudices.
- 7.5 Promotion and advancement will be on merit and all decisions related to the same will be made within the overall framework and principles of this policy.
- 7.6 Job descriptions will be in accord with this policy statement and any job requirements will be reflected accurately in any personnel specifications.

- 7.7 The approach to the advertising of vacancies will be non-discriminatory.
- 7.8 All applicants applying for posts at the school will receive fair treatment and will be considered solely on their ability to do the job.
- 7.9 All those involved in the recruitment process will review their selection criteria to ensure that they are related to the specific job requirements and do not unlawfully discriminate.
- 7.10 Shortlisting and interviewing will be carried out by more than one person, in accordance with the school's appointments procedure.

8 Awareness

- 8.1 These guidelines and this policy statement will be circulated to any agencies responsible for our recruitment and copies will be made available for all employees and applicants for employment.
- 8.2 The policy statement will be communicated to all private contractors reminding them of their responsibilities towards equality of opportunities.

9 Monitoring and Review

9.1 EACT will monitor the impact of this policy statement to determine its effectiveness, through the academy's self evaluation procedures including, where appropriate, review of the employment records of all employees.

9.2 Monitoring will include:

- The collection and classification of information regarding ethnic/national origin, gender and disability of current employees.
- The examination by ethnic/national origin, gender and disability of the distribution of employees and the success rate of applicants.

- Examining the recruitment, training and promotional records of all employees, including any decisions and the reasons for them.
- Monitoring of applicants to ensure that the principles of the policy statement are being applied and so to assist in the answering of any complaints from unsuccessful candidates.
- The results of monitoring will be reviewed at regular intervals to assess the effectiveness of the implementation of this policy statement. Consideration will be given if necessary to adjusting the policy statement to afford greater equality of opportunity to all applicants and employees.

Approved by NBA Academy Governing Body on

Date of Next Review :.....

Lead Manager:.....