



# Thomas Telford University Technical College

## Equal Opportunities Policy

Author	Av Gill	Version	1.2
Governor Approved Date	02/07/2015	Last Review Date	10/12/2019
Comments			
Monitoring, Evaluation and Review	The Governing Body will review this document at least once every 3 years.  Monitoring and Evaluation shall be conducted by the Vice Principal and an annual report will provided to the Governing Body.		

### Contents

- 1. Purpose**
- 2. Aims and Objectives**
- 3. Equality of Opportunity**
- 4. Discrimination Occurrences**
- 5. Roles and Responsibilities**
- 6. DfE Guidance and supporting documentation**
- 7. Procedure for Collecting Information**

### 1. Purpose

**1.1.** Thomas Telford UTC aims to provide a learning environment for all learners which is free from prejudice and is committed to ensuring all learners are treated equally irrespective of ethnicity, national origin, race, gender, disability, social background, religion, sexual orientation or ability.

### 2. Definition

**2.1.** TTUTC will:

- 2.1.1.** educate all members of the UTC against any form of prejudice or negative stereotyping;
- 2.1.2.** ensure that conduct of staff and learners reflects the responsibility to treat everyone equally at all times

### 3. Equality of Opportunity

### **3.1. Disability**

**3.1.1.** Where learners have physical and/or learning disabilities, the TTUTC will ensure:-

- 3.1.1.1.** whatever arrangements are reasonable, practical and within financial constraints are made to ensure that disabled students can gain access to the curriculum;
- 3.1.1.2.** it works effectively with local services and external agencies to provide coherent support.

### **3.2. Gender**

**3.2.1.** students will:-

- 3.2.1.1.** be given advice on subject choices and careers encouraging them to consider non-stereotypical opportunities;
- 3.2.1.2.** positive role models be given for either gender in all aspects of the curriculum.

### **3.3. Sexual Identity**

**3.3.1.** The TTUTC will ensure that:-

- 3.3.1.1.** all students understand and celebrate diversity in all of its forms and that as a community there is 'unconditional positive regard' for all;
- 3.3.1.2.** students understand the power of language particularly relating to verbal abuse due to prejudice, and that inappropriate use of language, even when it is without intention of causing hurt, is challenged and corrected;
- 3.3.1.3.** the PSHCE curriculum challenges discrimination in all of its forms and educates students about the principles of the Equalities Act and its relation to LGBT issues;
- 3.3.1.4.** advice and guidance around sexual identity can be provided through appropriately trained agencies if and when requested by students

### **3.4. Minority Ethnic groups including refugees**

**3.4.1.** The TTUTC will ensure that:-

- 3.4.1.1.** where appropriate interpretation and translations services are made available;
- 3.4.1.2.** home-UTC links are made to involve parents/carers directly in the work of the college;
- 3.4.1.3.** learning support for students from ethnic minorities is effective and efficient;
- 3.4.1.4.** students' names will be accurately recorded and correctly pronounced and students will be encouraged to accept and respect names from cultures other than their own;
- 3.4.1.5.** provision is made for the spiritual, moral, social and cultural education supported with appropriate resources and information.

### **3.5. Travellers**

**3.5.1.** The TTUTC will ensure that:-

- 3.5.1.1.** travelling children are integrated into the UTC;
- 3.5.1.2.** distance learning packs are provided to support continuous learning;
- 3.5.1.3.** appropriate support is provided for those with special educational needs;
- 3.5.1.4.** Travellers' cultures are affirmed to share and broaden experiences for all learners.

#### **4. Discrimination occurrences**

##### **4.1. TTUTC will deal with incidents quickly and effectively:-**

- 4.1.1.** all forms of discrimination by any student or member of staff will be treated seriously;
- 4.1.2.** incidents by students will be investigated and reported to the Student Support Leader. Parents will be informed and disciplinary action taken if it is appropriate;
- 4.1.3.** incidents involving staff will be investigated by the Vice-Principal under the guidance of the Principal. This could lead to disciplinary action; racist, political symbols or other biased and/or offensive insignia are forbidden and displays of such material will be regarded as discriminatory behaviour.
- 4.1.4.** All incidents will be tracked and recorded centrally on the UTC's MIS system and reported to authorities as required by legislation.

#### **5. Roles and Responsibilities**

##### **5.1. The Governors will:**

- 5.1.1.** ensure that applications to the UTC are free from discrimination;
- 5.1.2.** ensure that no student is discriminated against on account of their gender, race, sexual orientation, religion or belief within the TTUTC;
- 5.1.3.** annually review the TTUTC record of discriminatory incidents and outcomes.

##### **5.2. The Principal will:**

- 5.2.1.** ensure that staff are aware of the policy and apply it equitably in all situations;
- 5.2.2.** delegate the responsibility for the Equal Opportunities to the Vice Principal;
- 5.2.3.** ensure that in the development of the curriculum, respect and equal opportunities are promoted;
- 5.2.4.** ensure that the Governors receive regular updates on equal opportunities.

##### **5.3. The Vice Principal will:**

- 5.3.1.** be the Equal Opportunities Officer for TTUTC;
- 5.3.2.** liaise with Governors, staff, parents and students over equal opportunity issues;
- 5.3.3.** work with the Principal to ensure that the curriculum is accessible to all;
- 5.3.4.** ensure training is provided to all support staff;
- 5.3.5.** advise the Principal on the development of the policy;
- 5.3.6.** identify and investigate any patterns with regard to exclusions and poor attendance in respect of particular groups;
- 5.3.7.** monitor differences in student's attitudes to work and towards each other, identifying any significant patterns, ensuring that the performance of different groups is evaluated. Where there are differences then:

- 5.3.7.1. strategies will be implemented to raise performance, aspirations and self-esteem;
- 5.3.7.2. staff development will be provided to raise awareness of differences in need and the strategies are promoted to raise achievement of all students.

**5.4. The Staff will:**

- 5.4.1. familiarise themselves with this policy and ensure that it is implemented and report any incidents of discrimination that they see;
- 5.4.2. ensure that teaching styles, methods, language, questioning and classroom management includes and engages all students;
- 5.4.3. ensure suitable resources are chosen which motivate and are sensitive to different groups of cultures and backgrounds;
- 5.4.4. ensure stereotypes and stereotypical activities are challenged;
- 5.4.5. be aware of cultural assumptions and bias within their own attitudes.

**5.5. The learners at TTUTC will:**

- 5.5.1. treat each other with respect;
- 5.5.2. report issues of discrimination to a member of staff;
- 5.5.3. be familiar with this policy through the PSHCE programme of study and the pastoral system.

**5.6. Parents/Carers and Members of the Community:**

- 5.6.1. This policy will be published on the TTUTC website;
- 5.6.2. Their views will be sought in the monitoring and review of this policy.

**6. DfE Guidance and other documentation** has been used to create this document. The specific guidance documents include:

- [Equality Act Advice](#)
- [What equality law means for you as an education provider: schools, Equality and Human Rights Commission](#)

Other relevant policies include:

Professional Conduct and Respect Policy  
Spiritual, Moral, Social and Culture Policy  
E-Safety Policy  
PSHCE Policy

## 7. Procedure for Collecting Information

Thomas Telford UTC

---

### Equal Opportunities – Procedure for Collecting Information

As part of our commitment to being an inclusive establishment, TTUTC will seek to collect information for monitoring purposes only, regarding equal opportunities.

Information will be collected for both staff and students and will always be voluntary.

#### Staff Recruitment

An equal opportunities monitoring form is included as a detachable section at the end of the application form. The completion of this form is optional.

The form will be detached upon receipt of the application so it cannot form part of the recruitment process and be retained and stored securely in the Human Resources File.

#### Student Recruitment

**For Y10 Students:** Parents and students will be asked to complete a monitoring form collecting, gender, ethnicity and religion as part of the induction day.

**For Y12 Students:** Students and parents will be asked to complete a monitoring form as part of their registration, following the release of GCSE results

**Mid-year transfer:** For any student enrolling with the UTC at any other time than the normal starting date each year, a monitoring form will be a part of the application pack that is completed.

In all cases, where the monitoring form is completed with the student's name, this information will be transferred to the school MIS system. Where information is not provided or is provided anonymously, it will be retained in secure storage and used for statistical purposes.

Annually the Director of Finance and Operations shall prepare and Equal Opportunities report based on the statistical data collected from these forms. This will be presented to governors by the Director of Finance and Operations.

## Student Equal Opportunities Information Collection Form

Collection of equality information is solely for monitoring purposes to ensure that our policies and procedures are effective. Completion of this form is voluntary and confidential..

Student name .....

Date of birth .....

### Ethnic Group

*Please tick*

White	WBRI	British English Welsh Northern Irish Scottish	
	WIRI	Irish	
	OOTH	Irish Traveller	
	OOTH	Gypsy	
	WOTH	Other White background	
Mixed	MWBC	White and Black Caribbean	
	MWBA	White and Black African	
	MWAS	White and Asian	
	MOTH	Other Mixed background	
Asian or Asian British	AIND	Indian	
	APKN	Pakistani	
	ABAN	Bangladeshi	
	CHNE	Chinese	
	AOTH	Other Asian background	
Black or Black British	BCRB	Caribbean	
	BAFR	African	
	BOTH	Other Black background	
Other ethnic group	OOTH	Arab	
		<i>Write in:</i>	
Prefer not to say	REFU		

Nationality	
-------------	--

### Religion

No religion	
-------------	--

Christian (including Church of England, Catholic, Protestant and all other Christian denominations)	
Buddhist	
Hindu	
Jewish	
Muslim	
Sikh	
Any other religion <i>write in</i>	
Prefer not to say	

### Disability

Yes <i>Please complete the grid below</i>	
No	
Prefer not to say	

Do you consider that you have a disability?  
*Please tick*

My disability is:	<i>Please tick</i>
Physical Impairment	
Sensory Impairment	
Mental Health Condition	
Learning Disability/ Difficulty	
Long standing illness	
Other	
Prefer not to say	