



**MATTHEW MOSS
HIGH SCHOOL**
Learning for Life

Policy No.: 15

Policy: Equality Information
and Objectives

Review Date: June 2018

Policy Name: Equality Information and Objectives

Nominated Lead Member of Staff: Headteacher

Review Cycle: 4 Years

Authorisation: Governing Body

Review Date: June 2018

Equality Duty Statement

Introduction

This document describes how the Governing Body of Matthew Moss High School intends to fulfil its responsibilities under the Public Sector Equality Duty with regard to its workforce.

We will have due regard to the need to:

- Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Equality Act;
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- Foster good relations between people who share a protected characteristic and those who do not share it.

We will collect and issue equality information to help us to:

Identify Key Issues

- Understand the impact of our policies, practices and decisions on people with different protected characteristics and thereby plan them more effectively.
- Assess whether we are discriminating unlawfully when carrying out any of our functions.
- Identify what the key equality issues are for our organisation.
- Benchmark our performance and processes against those of similar organisations, nationally or locally
- Consider taking steps to meeting the needs of staff who share relevant protected characteristics.
- Identify if there are any actions we can take to avoid discrimination and harassment, advance equality of opportunity or foster good relation
- Make informed decisions about policies and practices which are based on evidence about the impact of our activities on equality
- Develop equality objectives to meet the specific duties.
- Have due regard to the aims of the general equality duty by ensuring that staff have appropriate information for decision making.

We will work towards developing an equality profile of staff to help us to understand key equality issues in our workforce, including any evidence of pay gaps or 'occupational segregation' i.e. staff with certain protected characteristics being over-represented in particular roles.

For example, women as cleaners, or at certain grades. In addition, we note that it is likely to be useful to review information, appropriately disaggregated, about:

- Recruitment and promotion
- Numbers of part-time and full-time staff
- Pay and remuneration
- Training
- Return to work of women on maternity leave
- Return to work of disabled employees following sick leave relating to their disability
- Appraisals

- Grievances (including about harassment)
- Disciplinary action (including for harassment)
- Dismissals and other reasons for leaving.

Publication of Equality Information

We will publish relevant, proportionate information which is broad enough to give a full picture of performance across our school. We will demonstrate how we have used this information to have due regard to all three aims of the duty, for all relevant protected characteristics. Our information will usually fall into two main categories:

- Information to identify equality issues. Examples of this include equality monitoring information about employees, information about the effect of our activities on people with different protected characteristics or any engagement we may have carried out.
- Information about steps taken to have due regard to the aims of the general equality duty. For example, any records we have about how we had due regard in making certain decisions, information that was considered in that decision-making (including engagement), consideration for steps to mitigate adverse impacts, or details of policies to address equality concerns.

We note that the Equalities and Human Rights Commission would normally expect to see the following information:

- The race, disability, gender and age distribution of our workforce at different grades, and whether they are full or part-time
- An indication of the likely representation on sexual orientation and religion and belief, provided that no one can be identified as a result
- And indication of any issues for transsexual staff, based on engagement with transsexual staff or equality organisations.
- Gender pay gap information
- Information about occupational segregation
- Grievance and dismissal information for people with relevant protected characteristics
- Complaints about discrimination and other prohibited conduct from staff
- Details and feedback of engagement with staff and trade unions
- Quantitative and qualitative research with employees e.g. staff, surveys
- Records of how we have had due regard to the aims of the duty in decision-making with regard to our employment, including any assessments of impact on equality and any evidence used
- Details of policies and programmes that have been put into place to address equality concerns raised by staff and trade unions.

To meet the requirements of the act Matthew Moss High School will publish an equality statement on the school website and ensure staff have access to relevant policies to support with equality issues i.e.

Dignity at work

Guidance on safe working practice

Linked Policies:
All areas of School Policy