



The Legacy Learning Trust

Equity, Diversity & Inclusion

Status & Review Cycle	Term	Year
Last Review Date/Policy Adopted	Autumn	2024-2025
Next Review Date	Summer	2025 - 2026
Lead	HR	

Control Sheet – Equity, Diversity & Inclusion

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Approved by	Trust Board
Date of next review	Autumn 2025
Policy owner	HR/CEO
Policy location	Trust Central policies
Target group	All stakeholders

Tracked Changes			
Date of Change	Date of Review	Author	Revisions
Dec 2024		GL	New Trust wide policy

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1 Introduction & Vision

- 1.1 The Trust is committed to providing high quality teaching and learning for our pupils. We recognise that by valuing and promoting equal opportunities in employment for all employees and job applicants, and avoiding unlawful discrimination in employment and delivery of services, we will be able to deliver first class education and value the differences our workforce brings to the Trust.
- 1.2 The Trust's vision is placing learners and learning at the heart of all that we do. Ensuring that our stakeholders are at the centre of our decision making at all times.
- 1.3 We aim to create a working environment in which all individuals are able to make best use of their skills, free from discrimination or harassment, and in which all decisions are based on merit. We also value diversity and recognise the varied contributions that a diverse workforce brings to an organisation; we are committed to drawing on different perspectives and experiences of individuals which will add value to what we do. We acknowledge intersectionality and the impact that a wide variety of differences will have on the individual and the workplace.
- 1.4 We will ensure that we do not discriminate against staff on the basis of:
 - 1.4.1 age,
 - 1.4.2 disability,
 - 1.4.3 gender reassignment,
 - 1.4.4 gender definition,
 - 1.4.5 intersex and non-binary,
 - 1.4.6 marital or civil partner status,
 - 1.4.7 pregnancy or maternity,
 - 1.4.8 race, colour, nationality, ethnic or national origin,
 - 1.4.9 religion or belief,
 - 1.4.10 sex or sexual orientation; or
 - 1.4.11 any combination of those listed above (the protected characteristics).
- 1.5 The principles of non-discrimination also apply to how we expect our staff to treat colleagues, pupils, parents and carers, visitors, clients, customers, suppliers and former staff regardless of whether the legal protection of having a protected characteristic applies.
- 1.6 This policy complies with the requirements of the Gender Recognition Act 2004 and the Equality Act 2010. Under the general public sector equality duty of the Equality Act 2010, our Trust must have due regard to and are committed to:
 - 1.6.1 eliminate discrimination, harassment and victimisation;
 - 1.6.2 advance equality of opportunity between people who share a protected characteristic and those who do not; and

- 1.6.3 set diversity objectives
- 1.6.4 identify a senior level champion for leading the diversity strategy
- 1.6.5 secure top-level ownership and sponsorship
- 1.6.6 foster good relations between people who share a protected characteristic and those who do not.

The duty covers the protected characteristics of race, disability, sex, age, sexual orientation, religion or belief, pregnancy and maternity, gender reassignment, gender definition, intersex and non-binary. The first part of the duty - the duty to eliminate discrimination, harassment and victimisation - also applies to the protected characteristic of marriage and civil partnership. As part of our duty we publish on our website:

Our equality objectives (at least every four years); and

Information that demonstrates our compliance with this duty.

We will also publish gender pay gap reporting in line with the regulations.

As part of the application of this policy, the Trust may collect, process and store personal data and special categories of data in accordance with our data protection policy. We will comply with the requirements of Data Protection Legislation (being the UK General Data Protection Regulation and Data Protection Act 2018) and any implementing laws, regulations and secondary legislation, as amended or updated from time to time, in relation to how we collect, hold and share personal data.

- 1.7 The law protects employees, workers, contractors, self-employed staff, apprentices, those undertaking vocational training, volunteers, former workers and job applicants from sexual harassment and the Legacy Learning Trust has a duty to take reasonable steps to prevent sexual harassment of its staff at work.

Examples of sexual harassment include, but are not limited to:

- Flirting, gesturing, making sexual remarks about someone's appearance in any means of communication.
- Asking question about someone's sex life.
- Telling sexually offensive jokes/pranks and or sharing pornographic or sexual images.
- Unwanted touching, kissing or assault.

To report an incident of sexual harassment or to raise a concern please refer to the Preventing Sexual Harassment at Work Policy for details and of how TLLT responds to a report of sexual harassment.

- 1.8 This policy has been formally adopted by the Trust Board.
- 1.9 This policy does not form part of any employee's contract of employment and may be amended at any time.

2 Scope and purpose

- 2.1 This policy covers all stakeholders of the Trust.
- 2.2 The purpose of this policy is to set out our approach to equal opportunities, how we will tackle discrimination and how we will put our commitment into action and comply with the law, to ensure that equality and diversity is promoted in the workplace and our stakeholders are not subject to and do not commit unlawful acts of discrimination.

3 Curriculum and delivery

3.1 All Schools within the Legacy Learning Trust will aim to:

Design a curriculum to reflect the inclusive ethos of the Trust, catering for the needs of all learners

That the curriculum is broad, balanced, relevant and differentiated.

The curriculum will incorporate diverse perspectives and materials to ensure the background of all learners is reflected.

All learners will have the opportunities to explore concepts and issues relating to equality, diversity and inclusion.

The way in which the curriculum is delivered will follow legislation and guidance set out in this policy.

The curriculum will be regularly reviewed to ensure it remains inclusive and relevant.

Roles and responsibilities

3.2 The Legacy Learning Trust and all employees will:

3.3 Ensure that the Trust complies with the appropriate equality legislation and regulations.

3.4 Ensure that the Trust's policies and procedures are developed and implemented with appropriate equality impact assessments informing future plans.

3.5 Ensure equal opportunities in its staff recruitment and promotion practices, professional development programmes and in membership of the governing body.

3.6 Implement the policy and its procedures.

3.7 Ensure that all staff members receive the appropriate equality and diversity training as part of their HR induction and continuous professional development.

3.8 Ensure that all parents, visitors and contractors are aware of and are following the provisions of this policy.

3.9 Actively challenge and take appropriate action in any case of discriminatory practice.

3.10 Address any reported incidents of harassment or bullying in line with DfE guidance.

3.11 Be mindful of any incidence of harassment or bullying in the schools / Trust.

3.12 Address any minor issues of harassment or bullying in the schools / Trust and report any major breaches of the policy to the Headteacher (CEO for the central team).

3.13 Identify and challenge bias and stereotyping within the curriculum and the Trust and schools' culture.

3.14 Promote equality and good relations, and not harass or discriminate in any way.

3.15 Monitor pupils' progress and academic needs to ensure the appropriate support is in place.

3.16 Keep up-to-date with equality legislation and its application by attending the appropriate training.

3.17 Seek the views of advisory staff, outside agencies and local schools as appropriate.

- 3.18 Have a clearly defined disciplinary system, which will be consistently enforced.
- 3.19 Ensure that the recording and reporting of equality and diversity data is sufficiently scrutinised. Ensure that the Admissions Policies for the Trust schools do not discriminate in any way.
- 3.20 Provide regular updates on the outcomes of reported incidents to ensure the building or trust and transparency.
- 3.21 Pupils will:
- 3.22 Not discriminate or harass any other pupil or staff member.
- 3.23 Actively encourage equality and diversity in the school by contributing their cultural experiences and values.
- 3.24 Report any incidences of bullying or harassment, whether to themselves or to others, to their teacher or to another member of the school staff.
- 3.25 Abide by all the Trust's equality and diversity policies, procedures and codes.

4 Applying our policy to recruitment and selection

- 4.1 We aim to ensure that no job applicant suffers discrimination because of any of the protected characteristics. When recruiting or on promotion, we will aim to take steps to improve the diversity of our workforce and provide equality of opportunity. Our recruitment procedures are reviewed regularly to ensure that individuals are treated on the basis of their relevant skills and abilities. All applicants will be provided with a copy of our Recruitment Privacy Notice which sets out how we will gather, process and hold personal data of individuals during the recruitment process. Our recruitment processes are set out in our Recruitment and Selection Policy.
- 4.2 Job selection criteria as set out in the person specification will be regularly reviewed to ensure that they are relevant to the job. Short listing of applicants should be done by more than one person wherever possible and will be carried out objectively against the requirements of the job.
- 4.3 Job advertisements should avoid stereotyping or using wording that may discourage groups with a particular protected characteristic from applying.
- 4.4 We will take reasonable steps, where appropriate depending on the situation, to ensure that our vacancies are advertised to a diverse labour market.
- 4.5 Applicants will not be asked about health or disability before a job offer is made, other than where it is necessary to;
 - 4.5.1 establish if an applicant can perform an intrinsic part of the job (subject to any reasonable adjustments).ⁱ
 - 4.5.2 establish if any reasonable adjustments need to be made to enable an applicant to have a fair interview or assessment.
 - 4.5.3 carry out equal opportunities monitoring (which will not form part of the decision-making process).

Job offers will be conditional upon a satisfactory medical check in accordance with our obligation under Keeping Children Safe in Educationⁱⁱ, where a school must verify the

candidate's mental and physical fitness to carry out their work responsibilities in accordance with the Education (Health Standards) (England) Regulations 2003.

- 4.6 To ensure that this policy is operating effectively, and to identify groups that may be underrepresented or disadvantaged in our Trust, we monitor diversity data as part of the recruitment process and as set out in our Recruitment Privacy Notice and Data Protection Policy. Provision of this information is voluntary and it will not adversely affect an individual's success at recruitment or any other decision related to their employment. The information is removed from applications before short listing, and kept in an anonymised format solely for the purposes stated in this policy. Analysing this data helps us take appropriate steps to avoid discrimination and improve equality and diversity.

5 Breaches of this policy

- 5.1 Allegations regarding potential breaches of this policy will be treated in confidence and investigated in accordance with the relevant procedure. Employees who make such allegations in good faith will not be victimised or treated less favourably as a result. False allegations which are found to have been made in bad faith will, however, be dealt with under our Disciplinary Procedure.
- 5.2 Any member of staff who is found to have committed an act of discrimination or harassment will be subject to disciplinary action. Such behaviour may constitute gross misconduct and, as such, may result in summary dismissal. We take a strict approach to serious breaches of this policy.

6 Monitoring and Review

- 6.1 This policy is reviewed biennially by the Trust. We will monitor the application and outcomes of this policy to ensure it is working effectively, with reference to the following:
- Reviewing pupil progress and attainment for different sub-groups (e.g. individual schools, Disadvantaged/Pupil Premium, SEN and Looked after Children)
 - Equal opportunities recruitment data
 - Ofsted inspection judgements on equality and diversity
 - Incident records related to harassment, bullying and prejudice related incidents
 - Taking advice from relevant parties such as the Trust HR provider and Local Authority Admissions teams
 - Monitoring parental engagement and attendance.
 - The Trust's Human Resources Department will be responsible for the maintenance and reporting of equality data relating to the Trust's employees.
- 6.2 We will also monitor and review the treatment and outcomes of any complaints of discrimination, harassment or victimisation we receive to ensure that they are properly investigated and resolved, those who report or act as witnesses are not victimised, repeat offenders are dealt with appropriately, cultural clashes are identified and resolved and workforce training is targeted where needed.
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Other linked Policies/Associated Documents/Procedures

Section 60 of the Equality Act 2010
¹ Keeping Children Safe in Education 2023

Preventing Sexual Harassment in the Workplace Policy
Recruitment and retention Policy
Data Protection Policy
TLLT Privacy Notices


