



# AZBUKA Russian-English Bilingual school Equality Policy

PERSON RESPONSIBLE: Head Teacher  
Approved by: Governors of AZBUKA Foundation  
Approved: September 2022  
DATE OF NEXT REVIEW: July 2023

## Contents

Aims

The Equality Act 2010

Public Sector Equality Duty

Eliminating Harassment and Bullying

Ethos, Vision and Values

Commitment to Staff Equality

- Employment of Staff
- Staff Development

Commitment to Pupil Opportunity

Racial Equality

Dealing with Racial Incidents

Promoting Racial Equality in the Curriculum

Sexuality and Gender Equality

Disability Equality

- Definition of a Disability
- Disabled Pupils
- The Involvement of Disabled People

Information

Actions Taken

Planning the Curriculum

Physical Environment

- Accessibility Plans

Contact with Parents and Carers

Wider Implications

Guidance, Support and Training

Administration

Documents

Reports to the Police

Publication

Training and Support  
Complaints Procedure  
Responsibilities

- The Governing Body
- Head Teacher
- The Equal Opportunities Officer (EEO)
- Heads of Department/Subject Co-ordinators
- Teachers
- Support Staff
- Parents and Members of the Community

Monitoring and Review

### **Aims**

In accordance with its duties under the *Equality Act 2010*, **AZBUKA Russian-English Bilingual School** aims to create and maintain an environment that will:

- Promote equality of opportunity;
- Challenge discrimination with a view to eliminating unlawful discrimination;
- Promote good relations between members of different racial, cultural and religious groups and communities;
- Aim to eliminate gender or sexuality based discrimination;
- Seek to develop an understanding of, and promotion of, human equality and equal opportunities;
- Promote good relations between members of different groups;
- Enable students to take responsibility for their behaviour and relationships with others; and
- Prevent unequal treatment on the grounds of disability.

This policy was formally adopted by the Governing Body of **AZBUKA Russian-English Bilingual School**. It is the intention of the Governing Body that it should be reviewed annually.

### **The Equality Act 2010**

Equality is ensuring that individuals or groups of individuals are treated fairly and equally and no less favourably, specific to their needs. The *Equality Act 2010* prohibits all employers, service providers and providers of education, from discriminating against, harassing or victimising individuals with protected characteristics. The protected characteristics detailed in the *Equality Act 2010* are:

- Age;
- Disability;
- Gender Reassignment;
- Marriage and Civil Partnership;
- Pregnancy and Maternity;

- Race;
- Religion or Belief;
- Sex; and
- Sexual Orientation.

### **Public Sector Equality Duty**

The Public Sector Equality Duty (PSED) requires all schools to take a more proactive approach in all their activities to eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations.

**AZBUKA Russian-English Bilingual School** will have due regard to the need to:

- Eliminate discrimination and other conduct that is prohibited by the Act;
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- Foster good relations across all characteristics, between people who share a protected characteristic and people who do not share it.

### **Eliminating Harassment and Bullying**

Protection from violence at work is ingrained in the *Health and Safety at Work etc. Act 1974* which stipulates that employers have a legal duty to ensure the health and safety of their employees and the *Management of Health and Safety at Work Regulations 1999*, under which arrangements for the effective prevention of foreseeable violence must be in place. Under the *Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)* employers must report to the enforcing authority incidents resulting in death, serious injury or incapacitation for three or more consecutive days, which includes incidents of violence against employees. **AZBUKA Russian-English Bilingual School** acknowledges that violence may be perpetrated on the grounds of prejudice as hate crimes.

**AZBUKA Russian-English Bilingual School's** Anti-bullying Policy includes clear guidance on how discrimination, bullying, harassment of all children, young people and adults will be dealt with.

**AZBUKA Russian-English Bilingual School** will not tolerate harassment based on any protected characteristic and will endeavour to promote a culture of inclusion and tolerance and promote equality of opportunity.

- All staff are responsible for following the policy and reporting incidents of discriminatory treatment to the appropriate senior member of staff;
- Where staff come across incidents involving discriminatory bullying, they must report them (see **Handsam Quick Guide document EO10 England Discrimination Incident Report Form**); and

- The Governing Body monitors at least once per term any incidents and actions taken relating to discriminatory bullying.

Bullying and harassment of staff, as well as pupils, will be monitored and the information used to determine future policies.

All incidents of discriminatory bullying amongst pupils will be taken seriously and must be dealt with appropriately and reported to the appropriate senior member of staff.

### **Ethos, Vision and Values**

**AZBUKA Russian-English Bilingual School** is committed to ensuring equal treatment of all its employees, pupils and any others involved in the school community.

**AZBUKA Russian-English Bilingual School** will ensure that no-one is treated less favourably in any procedures, practices or aspects of service delivery. The commitment to equality must be evident in all areas of school life.

### **Commitment to Staff Equality**

The Governing Body will ensure that the requirement to promote equality is clearly reflected in **AZBUKA Russian-English Bilingual School** policies and procedures for the management of staff and in the equal opportunity policies that affect the staff relationship with pupils and others.

### Employment of Staff

- **AZBUKA Russian-English Bilingual School** welcomes applications for all posts from appropriately qualified persons regardless of gender, race, sexual orientation, religion or belief, disability or age”;
- People with disabilities will be offered facilities at interviews to enable them to demonstrate their suitability for employment;
- Candidates for vacant posts will be assessed against relevant criteria only;

When managing staff issues, the school will be careful to ensure that there is no direct discrimination and that criteria, provisions and practices operated in employment at the school do not indirectly discriminate, and particularly when:

- Allocating teaching and learning responsibilities;
- Re-evaluating staff structures;
- Managing flexible working (if relevant);
- Managing parental and carer’s leave;
- Managing pregnancy and return from maternity leave;
- Sexual and sexist harassment;
- Professional developments;

- Absence through ill-health;
- Performance management;
- Applying grievance, capability and disciplinary procedures;
- Managing pay; and
- Managing work-based training opportunities.

### Staff Development

- All employees have equal access to training, career development and promotion;
- Line managers will be expected to encourage participation in training and promotion opportunities, seeking to remove any obstacles to particular groups or individuals in a protected category from accessing them;
- People becoming disabled while in employment will be given positive help to retain their jobs or to be considered for redeployment if that is necessary.

### **Commitment to Pupil Opportunity**

**AZBUKA Russian-English Bilingual School** is guided by three essential principles:

- Every pupil should have opportunities to achieve the highest possible standards and the best possible qualifications for the next stages of their life and education;
- Every pupil should be helped to develop a sense of personal and cultural identity that is confident and open to change, and that is receptive and respectful towards other identities; and
- Every pupil should develop the knowledge, understanding and skills that they need in order to participate in our multi-ethnic society, and in the wider context of an inter-dependent world.

These principles will underpin the **AZBUKA Russian-English Bilingual School** curriculum, and all subject areas must have regard to them when constructing programmes of study. They will also underpin the maintenance of harmony and accord within the school and be the promoted ethos of all staff.

### **At AZBUKA Russian-English Bilingual School:**

- Pupils will share in the development of the policy and be made aware of how it applies to them. They will learn to treat each other with respect and be prepared to report incidents of discrimination to a member of staff or other adults as appropriate. Pupils have equal access to the AZBUKA curriculum programmes of study (unless disapplied) throughout each key stage and non-compulsory courses according to aptitude and ability;
- **AZBUKA Russian-English Bilingual School** is committed to full educational inclusion (see **AZBUKA Russian-English Bilingual School SEND Policy**);
- Annual analysis of attainment, behaviour and other student data will be undertaken to ensure equal access and to review performance of young people in protected categories;

- School and faculty development plans will act to improve the learning of students according to this analysis;
- All subjects will have equality and the promotion of good relations between groups at their core and make explicit references within schemes of work;
- **AZBUKA Russian-English Bilingual School** will be sensitive to the needs of different groups while preserving its commitment to equality for all pupils and the promotion of core British values;
- School rules and the code of conduct for students clearly and explicitly forbid the verbalisation or vocalisation of discrimination on the grounds that a person is in a protected category, is perceived to be or is associated with someone in a protected category;
- Positive attitudes and awareness development for equality of opportunity is specifically taught through the PSHE and tutor programme; and
- **AZBUKA Russian-English Bilingual School** will promote aspiration in all pupils and monitor the destinations of pupils from different groups.

### **Racial Equality**

**AZBUKA Russian-English Bilingual School** is committed to promoting equality of opportunity and good race relations for the benefit of everyone. The Governing Body and staff recognise their responsibilities in preparing young people for life in a culturally diverse society. **AZBUKA Russian-English Bilingual School** recognises that race encompasses ethnicity and that this may be defined by religious and customary practices.

### **Dealing with Racial Incidents**

The Governing Body expect all staff:

- To deal with any racist incidents that occur;
- To know how to identify and challenge racial and cultural bias and stereotyping;
- To support pupils in their class for whom English or Russian are additional languages; and
- To incorporate principles of equality and diversity in all aspects of their work.

All racial incidents must be reported to the **AZBUKA Russian-English Bilingual Head teacher, DSL or the governing body**.

Racist symbols, political symbols or other biased and/or offensive insignia are forbidden in **AZBUKA Russian-English Bilingual School**. The display of such materials is regarded as discriminatory behaviour.

### **Promoting Racial Equality in the Curriculum**

In addition to eliminating discrimination on racial grounds, **AZBUKA Russian-English Bilingual School** will develop and maintain policies and procedures for ensuring that equal opportunities are promoted in the curriculum and in teaching methods. All subject programmes of study will contain material and methods that:

- Recognise that social and cultural factors will impact on how students view race, and this will affect how they engage with learning;
- Encourage classroom and staffroom discussion of racial issues which reflect on racial stereotypes, expectations and the impact on learning; and
- Include teaching and classroom-based approaches appropriate for the whole school population.

### **Sexuality and Gender Equality**

**AZBUKA Russian-English Bilingual School** will ensure the equal treatment of its employees, pupils and all members of the school community regardless of gender or sexuality. The school approach to gender and sexual equality will be formulated with equal input by all parties.

It is the responsibility of **AZBUKA Russian-English Bilingual School** to conduct employment practices and activity in a way that is free from discrimination and harassment and actively promote gender equality within our workforce.

Gender and sexuality aspects are considered when appointing staff, allocating Teaching and Learning Responsibilities (TLR) or re-assessing staff structures for promotion, to ensure all decisions are free of discrimination.

**AZBUKA Russian-English Bilingual School** will ensure, in addition to the general principles of promoting equality, that:

- Evidence of negative trends, in terms of academia, bullying or behaviour, that occur in a particular gender or sexuality grouping are examined, recorded and acted on;
- Welcome equal representation on the school council, the Governing Body, the Parent Teacher Association and parent focus groups;
- Make all school events inclusive and the school welcoming to all genders and sexualities;
- There will be no discrimination in admissions, exclusions or transitions;
- Develop gender equality and sexual equality policies through consultation with staff, students, unions and parents and subject the policies to regular review; and
- Challenge gender stereotypes through the curriculum and on a daily basis.

### **Disability Equality**

#### Definition of Disability

The *Equality Act 2010* defines a person as disabled if they have a physical or mental impairment that has a substantial and long-term adverse effect on a person's ability to carry out normal day-

to-day activities. The Governing Body recognises its duties under the *Equality Act 2010* not to discriminate against disabled pupils in their admission or exclusion, nor in the provision of education and associated services.

**AZBUKA Russian-English Bilingual School's** policies will always consider the needs of disabled staff, pupils and visitors to the school.

#### Disabled Pupils

The Governing Body and **AZBUKA Russian-English Bilingual School** will also have regard to the *SEND Code of Practice 2015* and the *SEN Code of Practice 2001* where relevant, when carrying out our duties toward all pupils with SEN and disabilities. The school's compliance with the *Equality Act 2010* is consistent with **AZBUKA Russian-English Bilingual School's** SEN and Disability Policy and our Supporting Pupils with Medical Conditions Policy. This policy should also be read in conjunction with **AZBUKA Russian-English Bilingual School's** Accessibility Plan and Admission Policy for Pupils.

**AZBUKA Russian-English Bilingual School** values the full range of its pupils and seeks to ensure that all its practices are fully inclusive. Every effort will be made to ensure that 'reasonable adjustments' are made to accommodate disabled pupils. We will make reasonable adjustments to make sure that the school environment is as accessible as possible. We will also provide auxiliary aids and services when appropriate and reasonable.

#### The Involvement of Disabled People

**AZBUKA Russian-English Bilingual School** is committed to the involvement of disabled people. The following steps have been taken to secure this involvement:

- Local organisations for disabled people have been approached for their comments;
- Disabled members of staff will be involved in the group devising this statement;
- Parents of disabled children attending the school have been asked to contribute;

#### **Information**

**AZBUKA Russian-English Bilingual School** recognise the importance of collecting, analysing and acting upon information, if we are to discharge our equality duty. Accordingly, we will collect the following information:

- Data on the employment of disabled people – disability monitoring.
- Qualitative information from disabled employees or would-be employees. This will include an exit questionnaire;
- Performance data for disabled children;
- Disciplinary and bullying data for disabled children; and
- Qualitative and quantitative information on the effect of interventions regarding disabled children.

#### **Actions Taken**



The actions of **AZBUKA Russian-English Bilingual School** regarding disability equality will be stated in the relevant reports and Governors meetings/reports.

### **Planning the Curriculum**

**AZBUKA Russian-English Bilingual School** will provide a curriculum that provides equal opportunities for all pupils including those with disabilities and raises awareness of disability issues. Wherever possible, we will obtain data on future pupil population, to enable advanced planning to accommodate the needs of children with disabilities. The curriculum will be differentiated where necessary by task, outcome and support offered. The parents will be asked to contribute.

### **Physical Environment**

**AZBUKA Russian-English Bilingual School** will take account of the needs of pupils, potential pupils, staff and visitors with disabilities when planning and undertaking future improvements and refurbishments. We will review the physical environment bi-annually and identify priorities for the coming years (see Azbuka Accessibility plan).

**AZBUKA Russian-English Bilingual School** will also ensure that there is a budget for auxiliary aids and services in excess of those provided under a statement of special educational needs or through an EHC Plan.

### Accessibility Plans (linked to Azbuka Accessibility plan)

Accessibility plans **must** show how **AZBUKA Russian-English Bilingual School** are planning strategically to increase access over time. The plan **must** show how the school is:

- Increasing the extent to which disabled pupils can participate in the curriculum;
- Improving the physical environment so that those with disabilities can take better advantage of the education, benefits and facilities provided; and
- Improving the availability of accessible information to those with disabilities.

Ofsted inspections may include a school's accessibility plan and planning as part of their review.

### **Contact with Parents and Carers (see Azbuka Accessibility plan)**

When providing newsletters and information for parents and carers, **AZBUKA Russian-English Bilingual School** will make this information available in accessible formats so that disabled parents or carers can easily access the information. **AZBUKA Russian-English Bilingual School** will also ensure that events for parents and carers, such as open evenings and meetings with teachers, are held in accessible parts of the premises.

### **Wider Implications**

**AZBUKA Russian-English Bilingual School** has a role as a service provider to make our buildings accessible when we hire out rooms or parts of the building. The school's procurement policies will address, where appropriate, the obligation to promote disability equality and equality between disabled people and other people.

### **Guidance, Support and Training**

Guidance, support and training will be provided to all members of staff to ensure that the school's commitment to disability equality is fully realised. All staff (teaching and support staff) will attend training regarding duties to disabled pupils and members of staff and attend updating sessions when deemed necessary by the **Head teacher/governing body**. Support staff working with disabled pupils or members of staff and will be given relevant training.

### **Administration**

- Venues for meetings will take account of the needs of all participants; and
- Venues for teaching and learning will take into account the particular needs of the learners, teachers and teaching assistants.

### **Documents**

Language used in documents will reflect and promote equal opportunities and font style and size will take account of the full range of readers.

### **Reports to the Police**

Incidents that may be considered 'hate crimes' need to be reported to the police and will be reported via the Police School Liaison Officer.

### **Publication**

The Head teacher and school governor will report to the governors termly on the practice of equality in school, school equality policy, accessibility plan and progress towards its equality objective. The Equality policy will be published on the school website or made available from the school office on demand and free of charge.

### **Training and Support**

**AZBUKA Russian-English Bilingual School** recognises its responsibility for providing training and support for the governors and staff (and any volunteers or staff not employed by the school).

### **Complaints Procedure**

Anyone in **AZBUKA Russian-English Bilingual School** who feels that this policy is not being followed is entitled to raise the matter with the **Head teacher**. Anyone outside **AZBUKA Russian-English Bilingual School** who wishes to make a formal complaint must do so through the school's complaints procedure.

## **Responsibilities**

### The Governing Body

- Will ensure that account is taken of the equal opportunity principles and policies in the managing of staff and pupil issues;
- Will make and maintain equal opportunity policies;
- Will monitor the progress of its policies annually, and will review the policies;
- Will receive reports from the **Head teacher** termly as part of the termly report;
- Will ensure that an adequate budget is provided;
- Will analyse and consider annually the progress made by **AZBUKA Russian-English Bilingual School** towards realising the objectives (as per Accessibility plan); and
- The Head teacher will act as designated governor (trustee) for equal opportunities, which will include responsibility for liaising with the Board of trustees on the equality duty.

### Head teacher

The **Head teacher** has responsibility for the **AZBUKA Russian-English Bilingual School** equality policies, for delegating responsibilities and tasks to other staff and for ensuring that the policy is known and understood by staff, students and parents.

The **Head teacher** must also present general reports, statistics and incident reports to the Governing Body and its committees as agreed. The **Head teacher** will demonstrate through personal leadership the importance of this policy, and will:

- Ensure that procedures are in place to implement the policy;
- Ensure that all staff are aware of the policy and understand their roles and responsibilities in relation to this policy;
- Monitor the work of the equal opportunities and accessibility plan;
- Ensure that job descriptions contain appropriate references to equal opportunities;
- Ensure The Equality policy is part of the Induction;
- Assess the impact of this policy through developing further objectives on the Accessibility plan of the school; and
- Liaise with parents and relevant representatives of the community.

### Heads of Department/SLT/SEND coordinator; Subject Co-ordinators

Heads of department/subject co-ordinators will be responsible for:

- Making, reviewing and monitoring curriculum policies in their own subject areas to ensure that equality is being appropriately promoted in line with **AZBUKA Russian-English Bilingual School** policy;
- Identifying training and support needs; and
- Liaising with the parents on equal opportunities issues and supporting the parents of disabled pupils on accessibility matters

### Teachers

Teachers will familiarise themselves with this policy and know what their responsibilities are to ensure that the policy is implemented. They will know the implications of the policy for their planning, teaching and learning strategies as well as for behavioural issues.

### Support Staff

All support staff must familiarise themselves with this policy and know what their responsibilities are in ensuring that it is implemented.

### Parents and Members of the Community

Parents and appropriate members of the community will be aware of the policy and any programmes generated by it under arrangements drawn up by the **Head teacher** and approved by the Governing Body. The Governing Body and the Head teacher will be expected to liaise with parents and appropriate members of the community in the development of the policy and implementation of actions to promote harmony (inc Accessibility plan).

### **Monitoring and Review**

The **Head teacher** will monitor the implementation of the policy and will report to the Governing Body.

The Governing Body will review this policy and the working of the policy with other equality policies annually and assess its implementation and effectiveness.

The policy will be promoted and implemented throughout **AZBUKA Russian-English Bilingual School** and its community.