

Coulsdon Sixth Form College: Single Equality Scheme

Introduction to the Scheme

This document sets out how we intend to meet the requirements of the integrated equality duty, which is part of the Equality Act 2010. This Scheme provides a coherent and strategic framework for promoting equality and diversity within Coulsdon Sixth Form College.

This document outlines:

- How the College has assigned key responsibilities
- How the College involves key stakeholders
- How the College gathers and uses data to monitor performance
- The College's Equality priorities and objectives
- Appendix One: an overview of equality legislation

Key responsibilities

- The Corporation (Governors) are responsible for promoting the College's commitment to equality and ensure adequate resources are made available for implementation of the Single Equality Scheme
- The Senior Leadership Team (SLT) is responsible for the overall implementation of the College equality commitments and for promoting equality. They will ensure that this Scheme is integral to the College's strategic objectives and development plans.
- The Equality and Diversity Committee will oversee this Scheme and monitor how far we are achieving our commitments. The Committee will monitor implementation of the Action Plan and are responsible for ensuring that the Governors receive an annual report on the progress of this Scheme and implementation of the Action Plan. The Committee will update the Action Plan in the light of further involvement of key stakeholders, and in the light of information gathering and analysis activities.
- Managers will make sure that equality issues are core to service delivery, teaching and learning, staff management and recruitment, selection and promotion. They are responsible for ensuring that all staff and students are made aware of this Scheme
- The Associate Principal (Quality) is responsible for organising events and activities to raise awareness of this Scheme, and for ensuring that all staff understand equality and diversity issues through a rolling programme of staff development.
- The Associate Principal (Quality) is responsible for ensuring that complaints of discrimination, harassment and bullying among staff are investigated in line with College procedures.
- All members of the College community are responsible for supporting this Scheme and its implementation. They are expected to:
 - promote a positive working and studying environment that is free from discrimination, harassment or bullying
 - treat all individuals with dignity and respect
 - challenge stereotyping and prejudice
 - report incidents of discrimination, harassment or victimisation

Involvement of key stakeholders

Outcomes of discussions with governors, senior and middle managers, the Equality and Diversity Committee, staff and students have informed our Single Equality Scheme.

We recognise that our activities to involve key stakeholders to date are the beginning of a journey to identify College actions to improve equality.

We want to build on this involvement. We welcome more disabled staff and students, staff and students from ethnic minority backgrounds and male and female staff and students who are working or learning in under-represented areas, or who have undergone gender reassignment, to come forward to help us further identify areas for involvement, and to help us to review, revise and develop our Scheme.

We also welcome the further involvement of people who share other protected characteristics, particularly sexual orientation, age, religion or belief.

Gathering and using key information

We actively monitor our performance to ensure we are meeting our commitments by gathering and analysing the following data sets:

For staff

- Staff profile
- Grievance; Disciplinary
- Complaints
- Recruitment

For learners

- Recruitment, retention, achievement, success and progression
- Attendance and punctuality
- Complaints

This information is analysed annually by the Associate Principal (Quality) and the Equality & Diversity Committee and used to inform the priorities and targets for the annual Single Equality Scheme Action Plan. Regular reports assessing our progress in meeting our commitments and improving practice are submitted to senior managers and governors.

Equality priorities and objectives

The College has set five priority areas and will set and review annual equality objectives under each priority area. These, together with specific actions, will form the Single Equality Scheme Annual Action Plan. The key priority areas are:

1. Policy development
2. Student experience
3. Staff
4. Staff training and development
5. Data analysis

Publishing, Reporting and Updating the Scheme

The Scheme and annual key data on staff and student characteristics will be published on the College's website and Staff Shared Area, and made available in hard copy, large print and alternative formats by request. An easy read version will also be made available on request.

A statement highlighting the College commitment to equality and diversity and the Single Equality Scheme will be placed in key publicity materials, including the College prospectus, the student diary and staff recruitment literature.

An annual report will be made to the Corporation (Governors) on the progress of the Scheme and the implementation of the Action Plan, and in particular

- the information that has been gathered and used in relation to staff, students and customers
- the narrowing of equality gaps (where appropriate) and the achievement of equality targets, objectives and priorities

We will review the Scheme each year and update action plans and targets on an interim basis. Updating will take account of changes in the law and College priorities as well as new information relating to equality and diversity and the results of impact assessment.

Appendix One: An overview of legal requirements

The duty to promote race equality

The general duty has three inter-related parts, and means that public authorities, in carrying out their functions, must give due regard to the need to:

- eliminate unlawful racial discrimination
- promote equality of opportunity
- promote good relations between people of different racial groups

The duty to promote disability equality

The general duty has six inter-related parts, and will mean that public authorities, in carrying out their functions, must give due regard to the need to:

- promote equality of opportunity between disabled and other people
- eliminate unlawful discrimination
- eliminate disability- related harassment
- promote positive attitudes towards disabled people
- encourage participation by disabled people in public life
- take steps to take account of disabled peoples' disabilities, even where that involves treating disabled people more favourably than other people

The duty to promote gender equality

The general duty has two inter-related parts, and will mean that public authorities, in carrying out their functions, must give due regard to the need to:

- eliminate unlawful discrimination and harassment and
- promote equality of opportunity between men and women

The Equality Act 2010

The Equality Act 2010 introduces the term 'protected characteristic' to refer to aspects of a person's identity explicitly protected from discrimination. Nine are identified:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race (including colour, nationality and ethnic or national origins)
- Religion or belief
- Sex
- Sexual orientation

The Equality Act 2010 requires public sector organisations to promote race, disability and gender equality and to give due regard to

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations.