

Equality, Diversity and Inclusion Policy

A: Policy Statement

We take great care to ensure that our services are fully inclusive in meeting the needs of all staff, volunteers, students, children and their families, We treat all individuals as a person in their own right with equal rights and responsibilities to any other individual. We value diversity and are committed to anti-discriminatory practice and equality of opportunity for all. Discrimination on the grounds of gender, age, race, religion or belief, marriage or civil partnership, social and economic background, disability, sexual orientation, pregnancy or maternity, ethnic or national origin or political belief has no place in The Sunshine Centre

We promote equal access to all our services by taking practical steps, wherever possible and reasonable, such as ensuring access to individuals with specific. Inclusion and diversity is a thread which runs through the entirety of The Sunshine Centre. We aim to:

- Provide a secure and accessible environment in which all individuals can flourish and in which all contributions are considered and valued.
- Include and value the contributions of all individuals to our understanding of equality and diversity
- Provide positive, non-stereotyping information about gender roles, diverse ethnic and cultural groups and disabled people

We aim to continually improve our knowledge and understanding of issues of equality, inclusion and diversity.

If anyone's believes that this policy is not being upheld, it is their duty to report the matter to the attention of the Room Leader, Group Leader or Centre Management immediately. Displaying or openly discriminatory and possible offensive materials, name calling, or threatening behaviour are unacceptable on or around The Sunshine Centre and we will take action against any discriminatory behaviour by staff, students, volunteers, adults, young people or children.

B: Admissions/Service Provision

The Sunshine Centre is open to all members in the local community and further afield through a comprehensive and inclusive admissions policy. We will strive to ensure that all services and projects are accessible and relevant to all groups and individuals in the community within targeted age groups.

We:

- Advertise our services widely
- Reflect the diversity of our society in our publicity and promotional materials
- Provide clear, concise language, whether in spoken or written form.

- Try to provide information in as many languages as possible
- Base our admissions policy on a fair system
- Ensure that all parents are aware of our equality opportunity statement and policy
- Do not discriminate against a child, adult, student, young person or volunteer or prevent entry to our setting on a basis of colour, ethnicity, religion or social background such as being a member of Travelling community or an asylum seeker
- Do not discriminate against any individual with a specific requirement or refuse them entry to our setting relating to disability
- Develop an action plan to ensure that individuals with specific requirements can participate successfully in the services offered by the Sunshine Centre and the curriculum offered.
- Act against any discriminatory behaviour by staff or any other individual. Displaying of openly discriminatory and possibly offensive materials, name calling, or threatening behaviours are unacceptable on or around The Sunshine Centre premises and will be dealt with in the strongest manner.

C: Staff Responsibilities

All staff are expected to co-operate with the implementation, monitoring and improvement of this and other policies.

All staff are expected to challenge language, actions, behaviours and attitudes which are oppressive or discriminatory on the grounds as specified in this policy.

D: Recruitment and Employment

- We recruit, select, train and promote individuals based on the job requirements.
- All vacancies are advertised, and all applicants are judged against an explicit and fair criterion
- We may use exemption clauses in relevant legislation to enable the service to best meets the needs of the community
- Management will ensure that no job applicant, employees volunteer or student will receive less favourable treatment on the grounds of age, sex, gender reassignment, disability, marriage or civil partnership, race, religion or belief, sexual orientation and pregnancy or maternity which cannot be justified as being necessary for safe and effective performance of their work or training.
- All members of the selection group will be committed to inclusive practice as set out in this policy.
- Application forms will be sent out along with a copy of the equal opportunity monitoring form.
- Application forms will not include questions that potentially discriminate against the grounds specified in this policy.

- At interview, no questions will be posed which potentially discriminate against the grounds specified in this policy. All candidates will be asked the same questions and members of the selection group will not introduce nor use personal knowledge of candidates acquired outside of the selection process
- The applicant who best meets the criteria is offered the post, subject to references and DBS check. This ensures fairness in the selection process.
- All job descriptions include a commitment to promoting equality and recognising and respecting diversity.

E: Training

- We seek out training opportunities for all staff and volunteers to enable them to develop anti-discriminatory and inclusive practice thus enabling all to flourish
- We ensure
- staff are confident and fully trained in administering relevant medicines and performing invasive care procedures when these are required.

F: Early Year's Foundation Stage (EYFS) and the Curriculum.

The curriculum offered in The Sunshine Centre encourages children to develop positive attitudes about themselves as well as to people who are different from themselves. This encourages children to empathise with others and to begin to develop the skills of critical thinking.

Our environment is as accessible as possible for all visitors and service users. If access to the Sunshine Centre is found to treat an or child with specific needs less favourably, we make reasonable adjustments to accommodate their specific requirements.

We do this by:

- Having a named SERCO (Specific Educational Requirement Co- Ordinator)
- Making children and adults feel valued and good about themselves
- Ensuring equality of access to learning, play and fun activities
- Making adjustments to the environment and resources too accommodate a wide range of learning, physical and sensory impairments
- Making appropriate provision within the EYFS to ensure each child receives the widest possible opportunity to develop their skills and abilities. recognising the different learning styles between boys and girls
- Positively reflecting the widest range of communities in the choice of resources.
- Avoiding stereotypes or derogatory images in the selection of books or other visual materials; celebrating a wide range of festivals and celebrations
- Creating an environment of mutual respect and tolerance
- Differentiating the EYFS to meet children's specific needs
- Helping individuals to understand that discriminatory behaviour and remarks are hurtful and unacceptable

- Parents/caregivers comments will be challenged by staff members. If it continues a meeting will take place between parent/caregiver and senior management
- Ensuring that children learning English as an additional language have full access to the curriculum and are supported in their learning
- Ensuring that children speaking languages other than English are supported in the maintenance and development of their home languages.
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Valuing diversity in families

- We welcome the diversity of family lifestyles and work with all families
- We encourage children to contribute stories of their everyday life to the setting
- We encourage parents/caregivers to take part in the life of The Sunshine Centre and to contribute fully
- For families who speak languages in addition to English, we will develop means to ensure their full inclusion
- We offer a flexible payment system for families of differing means and offer information regarding sources of financial support

Food

- We work in partnership with parents/adults to ensure that the medical, cultural and dietary requirements of children and adults are met
- We help children to learn about a range of food and of cultural approaches to mealtimes and eating and to respect the differences among them

Meetings

- Meetings are arranged to ensure that all those who wish to may be involved in the running of the setting
- Information about meetings is communicated in a variety of ways – written, verbal and if possible, in translation – to ensure that all parents have information about and access to meetings.

Monitoring and reviewing

- To ensure our policies and procedures remain effective we monitor and review them regularly to ensure our strategies meets the overall aims to promote equality, inclusion and valuing diversity.
- We provide a complaints procedure
- We provide a suggestion procedure.

Legal Framework

- The Equality Act 2010
- Children's Act 2010
- Special Educational Needs and Disability 2017
- Disability Act 2010

Other policies relating to this aspect:

- 1. Racial Harassment**
- 2. Special Needs Policy**
- 3. Admissions Policy**
- 4. Dignity at Work Policy**
- 5. Exclusion Policy**
- 6. Code of Conduct for Employees**
- 7. Equality and Diversity in the Workplace**