**Equal opportunities - Valuing diversity and promoting inclusion and equality**

**Policy statement**

Hannah Barfoot, Pre-school Manager is our Equal Opportunities representative, responsible for ensuring Equal Opportunities apply to all aspects of Alphabets Pre-school.

Becky Morgan-Walsh is our Committee Liaison Officer for Equal Opportunities.

We are committed to ensuring that Alphabets is fully inclusive in meeting the needs of all children. We recognise that children and their families come from a wide range of backgrounds with individual needs, beliefs and values. They may grow up in family structures that include one or two parents of the same or different sex. Children may have close links or live with extended families of grandparents, aunts, uncles and cousins; while other children may be more removed from close kin, or may live with other relatives or foster carers.

Some children come from families who experience social exclusion, severe hardship; discrimination and prejudice because of their ethnicity, disability and/or ability, the languages they speak, their religious or personal beliefs, their sexual orientation and marital status. Some individuals face discrimination linked to their gender & some women are discriminated against because of their pregnancy and maternity status .

We understand that these factors can affect the well-being of children within these families and may adversely impact on children’s learning, attainment & life outcomes.

Alphabets is committed to anti-discriminatory practice to promote equality of opportunity and valuing diversity for all children and families using our pre-school. We aim to:

* Promote equality and value diversity within Alphabets and foster good relations with the local community
* Actively include all families and value the positive contribution they make to our pre-school.
* Provide a positive non-stereotyping environment that promoted dignity, respect and understanding of difference in all forms
* Provide a secure and accessible environment in which every child feels safe and equally included
* improve our knowledge and understanding of issues of anti-discriminatory practice
* challenge and eliminate discriminatory actions on the basis of a protected characteristic as defined by the Equality Act (2010) namely:
* age
* gender
* gender reassignment
* marital status
* pregnancy and maternity
* race
* disability
* sexual orientation
* religion or belief
* where possible, take positive action to benefit groups or individuals with protected characteristics who are disadvantaged, have a disproportional representation within the pre-school or need different things from the pre-school.

**Procedures**

*Admissions*

Alphabets is open and accessible to all members of the community.

* We advertise our pre-school widely.
* We reflect the diversity of our society in our publicity and promotional materials.
* We provide information in clear, concise language, whether in spoken or written form.
* We seek an interpreter where necessary.
* We base our Admissions Policy on a fair system.
* We ensure that all parents are made aware of our Valuing Diversity and Promoting Equality Policy.
* We do not discriminate against a child or their family, or prevent entry to our pre-school, on the basis of a protected characteristic as defined by the Equalities Act (2010). race;
* We do not discriminate against a child with a disability or refuse a child entry to Alphabets for reasons relating to disability.
* We ensure, wherever possible, that we have a balanced intake of boys and girls in the setting.
* We develop an action plan to ensure that people with impairments can participate successfully in the services offered by the pre-school and in the curriculum offered.
* We take action against any discriminatory behaviour by staff, volunteers or parents whether by:
* direct discrimination – someone is treated less favourably because of a protected characteristic e.g. preventing families of some racial groups from using the service;
* indirect discrimination - someone is affected unfavourably by a general policy e.g. children must only speak English in the setting;
* association – discriminating against someone who is associated with a person with a protected characteristic e.g. behaving unfavourably to someone who is married to a person from a different cultural background; or
* perception – discrimination on the basis that it is thought someone has a protected characteristic e.g. making assumptions about someone's sexual orientation
* Displaying of openly discriminatory and possibly offensive materials, name calling, or threatening behaviour are unacceptable on, or around, the premises and will be dealt with immediately and discreetly by asking the adult to stop using the unacceptable behaviour and inviting them to read and to act in accordance with the relevant policy statement and procedure. Failure to comply may lead to the adult being excluded from the premises.

*Employment*

* Posts are advertised and all applicants are judged against explicit and fair criteria.
* Applicants are welcome from all backgrounds and posts are open to all.
* We may use the exemption clauses in relevant legislation to enable the service to best meet the needs of the community.
* The applicant who best meets the criteria is offered the post, subject to references and suitability checks. This ensures fairness in the selection process.
* All job descriptions include a commitment to promoting equality and recognising and respecting diversity as part of their specifications.
* We monitor our application process to ensure that it is fair and accessible.

*Training*

* We seek out training opportunities for staff and volunteers to enable them to develop anti-discriminatory and inclusive practices
* We ensure that staff are confident and fully trained in administering relevant medicines and performing invasive care procedures when these are required.
* We review our practices to ensure that we are fully implementing our policy for Valuing Diversity and Promoting Equality.

*Curriculum*

The curriculum offered at Alphabets encourages children to develop positive attitudes about themselves as well as to people who are different from themselves. It encourages development of confidence and self-esteem, empathy, critical thinking & reflection.

We ensure that our practice is fully inclusive by:

* creating an environment of mutual respect and tolerance;
* modelling desirable behaviour to children and helping children to understand that discriminatory behaviour and remarks are hurtful and unacceptable
* positively reflecting the widest possible range of communities within resources
* avoiding use of stereotypes or derogatory images within our books or any other visual materials
* celebrating locally observed festivals and holy days
* ensuring that children learning English as an additional language have full access to the curriculum and are supported in their learning;
* ensuring that disabled children with and without special educational needs are fully supported
* ensuring that children speaking languages other than English are supported in the maintenance and development of their home languages.

We will ensure our environment is as accessible as possible for all visitors and service users by:

* undertaking an access audit to establish if the pre-school is accessible to all disabled children and adults. If access to the pre-school is found to treat disabled children or adults less favourably, then we make reasonable adjustments to accommodate the needs of disabled children and adults.
* Fully differentiating the environment, resources and curriculum to accommodate a wide range of learning, physical and sensory needs.

*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 pre-school.
* We encourage mothers, fathers and other carers to take part in the life of Alphabets 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 experiencing financial difficulties and offer information regarding sources of financial support.
* We take positive action to encourage disadvantaged and under-represented groups to use the setting.

*Food*

* We work in partnership with parents to ensure that dietary requirements of children that arise from their medical, religious or cultural needs are met wherever possible.
* 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 families who wish to may be involved in the running of the pre-school.
* We positively encourage fathers to be involved in the pre-school, especially those fathers who do not live with the child.
* Information about meetings is communicated in a variety of ways - written, verbal and where resources allow in translation – to ensure that all mothers and fathers have information about, and access to, the meetings.

*Monitoring and reviewing*

* So that our policies and procedures remain effective, we monitor and review them annually to ensure our strategies meets the overall aims to promote equality, inclusion and to value diversity.
* We provide a complaints procedure and a complaints summary record for parents to see.

Public Sector Equality Duty

* We have regard to the Duty to eliminate discrimination, promote equality of opportunity, foster good relations between people who share a protected characteristic and those who do not.

**Legal framework**

The Equality Act (2010)

Children Act (1989) & (2004)

Special Educational Needs and Disabilities Code of Practice (2014)

This policy was adopted at a meeting of Alphabets Pre-school management committee

Held on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date)

Date to be reviewed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date)

Signed on behalf of the management committee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of signatory \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Chair of committee)