

# Equality, Diversity and Inclusion (EDI) Policy



# 1. Introduction

1.1. The Learning without Limits Academy Trust is committed to providing high quality teaching and learning for our learners. We recognise that by valuing and promoting equal opportunities in employment for all workers and volunteers 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. 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

- 1.6. 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 (annually); and
  - Information that demonstrates our compliance with this duty.
  - We will also publish gender pay gap reporting in line with the regulations.
- 1.7. 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.
- 1.8. This policy has been implemented following consultation with recognised Trade Unions. It 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 individuals working in the Trust, including trustees, governors, Principal, senior leadership, employees, consultants, contractors, trainees, part-time and fixed-term employees, volunteers, casual workers and agency staff (collectively referred to as workers and volunteers in this policy, where appropriate).
- 2.2. This policy applies to all aspects of the employment relationship and covers job advertisements, recruitment and selection, training and development, opportunities for promotion, appraisals, conditions of service, pay and benefits, conduct at work, disciplinary and grievance procedures, and termination of employment. It also applies to former employees for example, in the provision of employment references. This policy focuses on employment and does not cover the provision of services to our learners.
- 2.3. 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 workers and volunteers are not subject to and do not commit unlawful acts of discrimination.

## **3. Roles and responsibilities**

- 3.1. The Trust Board has overall responsibility for the effective operation of this policy and for ensuring compliance with equality legislation. Day-to-day operational responsibility for this policy has been delegated to the Trust CEO/Academy Principal. The Local Governing Body will be provided with updates concerning how

the Academy adheres to the Policy and promotes the Trust's agreed equality objectives.

3.2. All senior leaders must set an appropriate standard of behaviour, lead by example and ensure that those they manage adhere to the policy and promote our aims and objectives with regard to equal opportunities. Equality and Diversity training for Managers is available via the Trust's online training portal.

3.3. All workers and volunteers must be aware of this policy and have a duty to act in accordance with this policy and not to discriminate against or harass other people including workers and volunteers, former employees and job applicants treating them with dignity at all times. This also applies on work-related trips or events including social events. They should also apply this to how they treat members of the public in the provision of services and should support the Trust in meeting its commitment to provide (r1vi-6.6 (nd)2.2 (al e)7.9 (o)-6.6 ()9.6 ( p)2.3 (o)-6.6 (rtp)2.3 ( Td(ii)10.5 (t)13.1 (

offensive environment for them. Pregnancy and maternity, and marriage and civil partnership are not protected directly under the harassment provisions. However, pregnancy and maternity harassment would amount to harassment related to sex, and harassment related to civil partnership would amount to harassment related to sexual orientation. Harassment is dealt with further in our Staff Expectations Policy. An example of harassment related to race would be where an employee is subject to jokes and mockery about their ethnicity.

4.5. Victimization is also prohibited. This is less favourable treatment of someone who has complained or given information about discrimination or harassment, or supported someone else's complaint. This includes where someone mistakenly believes that the victim has complained, given information or supported someone else's complaint. An example of victimization is if a person is treated less favourably due to being a witness and providing evidence in an investigation regarding discrimination allegations.

4.6. Discrimination by association is where an individual is directly discriminated against or harassed on the basis of a relationship with a person who has a protected characteristic.

4. Direct discrimination is where an individual is treated less favourably than another person because of a protected characteristic.



- 5.10. 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 Staff 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 kept separate from applications, not included in 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.

## **6. Applying our policy to training, promotion, pay decisions and conditions of service**

- 6.1. All workers and volunteers will be provided with a copy of our Staff Privacy Notice which sets out how we will collect, hold and share personal data of individuals during their employment.
- 6.2. Employees' training needs will be identified through the Professional Development Review process. All employees will be given appropriate access to training for their job and in order to enable them to progress within the Trust.
- 6.3. For teaching staff, pay and promotion decisions will be based on their performance (where relevant), skills and experience.
- 6.4. Our benefits and facilities are reviewed regularly to ensure that they are available to all employees who should have access to them and that there are no unlawful obstacles to accessing them. See the LwLAT Website for how to access these services, and to access the Trust's Managing Stress and Promoting Positive Mental Health & Wellbeing Policy.
- 6.5. Relevant national and local conditions of service within our Trust as applied to our employees, will meet the requirements of equal opportunities.

## **7. Applying our policy when terminating employment**

- 7.1. We will ensure that redundancy criteria and procedures are fair and objective and are not directly or indirectly discriminatory.
- 7.2. We will also ensure that disciplinary procedures and penalties are applied without discrimination, whether they result in disciplinary warnings, dismissal or other disciplinary action.

## **8. Disability discrimination**

- 8.1. Disability discrimination includes direct or indirect discrimination, any unjustified less favourable treatment because of the effects of a disability, and failure to make reasonable adjustments to alleviate the effects caused by a disability.
- 8.2. If you are disabled or become disabled, we encourage you to tell us about your condition so that we can support you as appropriate.

- 8.3. If you experience difficulties at work because of your disability, you may wish to contact your line manager, Academy Operations Manager/HR Manager or Principal/CEO to discuss any reasonable adjustments that would help overcome or minimise the difficulty. Your line manager, Academy Operations Manager/HR Manager or Principal/CEO may wish to consult with you and your medical adviser(s) about possible adjustments. We will consider the matter carefully, will refer you to Occupational Health where necessary and try to accommodate your needs, within reason. If we consider a particular adjustment would not be reasonable, we will explain our reasons and try to find an alternative solution where possible.
- 8.4. We will monitor the physical features of our premises to consider whether they place disabled workers, volunteers or job applicants at a substantial disadvantage compared to other workers and volunteers. Where reasonable, we will take steps to improve access for workers and volunteers who have a disability.

## **9. Breaches of this policy**

- 9.1. If you believe that you may have been discriminated against or you have witnessed



- 11.2. 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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<sup>i</sup> Section 60 of the Equality Act 2010

<sup>ii</sup> Keeping Children Safe in Education 2023