

Equality, Diversity and Inclusion Policy

Purpose

The aim of this policy is to outline how Babington will meet internal and external requirements and standards, including the legal requirements of the Equality Act 2010, and ensure the organisation meets its commitment to creating an inclusive, safe and respectful learning environment for all.

Babington aims to provide an environment that values individuals equally; where all are able to learn and work free from discrimination, harassment and victimisation on any grounds including the protected characteristics.

Babington believes that education is fundamental to equality of opportunity and a powerful influence on access to and advancement in employment. We will take an active approach to identifying and removing barriers to entry and progression across all provision.

Babington aims to ensure an environment which is inclusive and where differences are celebrated. We aim to empower our learners and stakeholders to embrace diversity, challenge discrimination and to foster good relationships between all members of our diverse community. We recognise the differing experiences of all stakeholders and aim to seek and understand feedback to aid us in meeting this commitment.

Babington is committed to embedding our company values throughout everything we do. Our commitment to meeting all learner and stakeholder needs, ensuring fair and equal access and celebrating diversity is driven through our company Purpose, Mission and Values:

Purpose statement: Developing Better Futures

Vision: To be globally recognised as a valued and trusted partner, unlocking potential through a bold passion for learning.

Mission Statement:

-  We will be relentless in pursuing a consistent personal customer experience with a passion to make it effortless for you.
-  We have great people, doing great things to achieve great results.
-  Our curiosity and agility drive us to be brave and different.
-  We bring imagination and expertise to regulatory environments where things are always changing.
-  We constantly challenge ourselves to think differently about learning for the shared benefits of our customers, our people and our stakeholders.
-  Together we will be courageous to build a legacy and better future for everyone.

Our Values:

-  Curious: we are constantly curious, actively finding out how things work and why, exploring how we may do things differently to succeed
-  Brave: we are brave and challenge the status quo, embracing difference & change
-  Determined: we are driven to ensure we achieve and take accountability for our results
-  Passionate: we are passionate about delivering the highest quality to build a legacy of excellence
-  Caring: we do the right thing and are committed to working together collaboratively
-  Trusted: we build effective relationships based upon trust by consistently doing what we commit to

We will comply with requirements set by governing bodies, including the Government, Ofsted, SDS and other regulatory and funding bodies. We commit to reviewing our policies and procedures in line with external updates and guidance.

Safe and Sound

The Equality, Diversity and Inclusion Policy sits within the Safe and Sound framework which has been developed to bring together the key principles of Equality, Diversity and Inclusion, Health and Safety, Safeguarding and Prevent.

Through developing practice, collaboration, research and dissemination, the Safe and Sound steering group seeks to ensure that everyone in our care receives support which meets their individual needs.

Scope

The policy applies to all staff, learners, subcontractors and other stakeholders. We will work to ensure that all of our learners, employees, contractors, subcontractors and visitors, as well as those who seek to apply to work or study with us or who have previously worked or studied with us, are treated fairly and are not subjected to unlawful discrimination.

Definitions

Equality – “recognising the right of all individuals and groups to be treated equally (which does not necessarily mean the same), especially in status, rights or opportunities.”

Diversity – “understanding that each individual is unique and recognising and valuing our individual differences.”

Inclusion – “ensuring everyone feels welcomed, valued and respected for who they are as an individual or group, clear that they are essential to the success of the organisation.”

Discrimination – “the unjust or prejudicial treatment of a person or group on the basis of factors such as gender, disability, race, age, sexual orientation or religion or belief.”

Equality and Diversity Impact Measures (EDIMS) - “monitoring staff and learner profile with a set of targets (usually quantified) aimed to address identified variation between different groups.” EDIMS ensure all learners have equal opportunity to access our services, achieve success and opportunities for progression.

Prevent Duty - is about making sure everyone is kept safe and within the law. It is not about preventing learners from having political and religious views and concerns but about supporting them to use those concerns or act on them in non-extremist ways.

Our Commitment to Equality, Diversity and Inclusion

Babington is committed to equality, diversity and inclusion and has built our policy around the requirements of the Prevent Duty and the Equality Act 2010. The Equality Act provides protection from bullying, harassment or discrimination of individuals and groups with the following 9 protected characteristics:

-  Age
-  Gender
-  Sexual Orientation
-  Gender reassignment
-  Race (including ethnic origin, colour, nationality and national origin)
-  Disability
-  Pregnancy and maternity

- 🌍 Religion and or belief
- 🌍 Marriage and civil partnership

This policy recognises and sets a framework for discrimination against these protected characteristics to be acted upon.

As per the Department of Education published guidance, we promote the fundamental British values of:

- 🌍 Democracy
- 🌍 The Rule of law
- 🌍 Mutual respect and tolerance for others
- 🌍 Individual liberty and freedom of speech

These values underpin the work that we do and our promoted through our practices, procedures, systems and all aspects of the learner journey.

Policy Implementation, Communication and Impact:

Equal and fair access to high quality learning as well as the promotion of fundamental British values will be embedded in appropriate teaching, learning and assessment activity into the curriculum. We will actively promote Equality, diversity and inclusion throughout the working partnership with all stakeholders, including agreeing a mutually supportive plan for working throughout the learner journey.

Babington will monitor the impact of this policy through 'learner voice' activity, such as surveys and feedback, regular monitoring of EDIMS, including participation rates and reviewing organisational activity in line with changes to legislation and guidance from regulatory bodies.

Aims and Objectives

Babington aims to create equality of opportunity for all and a culture of diversity and inclusion within our community, providing a dynamic working and learning environment, where all members are valued for their contribution and individuality, through the following objectives:

- 🌍 Promoting equality, diversity and inclusion through internal and external communications
- 🌍 Complying with our legal obligations
- 🌍 Monitoring the success of different learner and staff groups and responding to any areas for improvement
- 🌍 Conducting an annual audit and analysis of our performance in respect of Equality and Diversity Impact Measures (EDIMS)
- 🌍 Ensuring any imbalance or evident variation in learner, staff or other stakeholder group participation or performance is not as a result of unfair or unequal access, treatment or opportunity
- 🌍 Ensuring that all staff undergo appropriate equality, diversity and inclusion training appropriate to their role
- 🌍 Ensuring staff and learner support services are accessible to all
- 🌍 Ensuring that wherever practicable we adapt our services to meet the individual needs of staff and learners in respect of their protected characteristics
- 🌍 Treating all potential and existing staff and learners fairly and judged solely on merit
- 🌍 Ensuring that all contractors and service providers operating on behalf of Babington are aware of and understand this policy and adhere to it
- 🌍 Ensuring that teaching resources and promotional materials represent our stakeholder group and are accessible to all
- 🌍 Ensuring that development of understanding of equality, diversity, inclusion and fundamental British values are an integral part of all learning provision

Roles and Responsibilities

Babington shares responsibility for the successful application of this policy. This policy will be reviewed annually and in addition, where there are changes to regulatory requirements. The Director of Quality and Service Standards will undertake such reviews, with support from senior managers and the Safe and Sound manager.

Please also see Appendix A for further information of responsibilities under this policy.

The Executive Team is responsible for:

- Leading and promoting equality of opportunity and inclusion and celebrating diversity across all aspects of the organisation
- Meeting our legal obligations under this policy and overall responsibility for its implementation
- Considering all existing and emerging equality legislation with a view to identifying relevant issues, which are then translated into key Babington policies
- Ensuring organisational objectives and performance measures are reviewed annually, in line with this policy
- Ensuring arrangements for learners, staff and stakeholders are inclusive and ensure fair access for all

Managers are responsible for:

- Promoting equality, diversity and inclusion and fundamental British values
- Challenging and responding to unacceptable behaviour
- Ensuring staff and learners know how to report discrimination, bullying, harassment and other behaviour that goes against fundamental British Values
- Dealing with complaints fairly, professionally, promptly and confidentially where appropriate
- Investigating reported incidents and ensuring appropriate action is taken where discrimination or prohibited behaviour takes place
- Ensuring reported incidents do not result in victimisation

Staff are responsible for:

- Promoting equality, diversity and inclusion and fundamental British values
- Familiarising themselves with this policy and referring to their line manager, if they have any questions
- Challenging and responding to inappropriate behaviour
- Reporting unacceptable behaviour
- Reporting and contributing to the resolution of complaints professionally, promptly and confidentially where appropriate

Learners are responsible for:

- Familiarising themselves with this policy and their employer's policy (if appropriate) referring to their line manager or a member of the Babington team if they have any questions
- Reporting unacceptable behaviour

Reporting and Complaints

Staff, learners or other parties who make a complaint of discrimination have the right to do so without fear of victimisation and Babington will make every effort to ensure victimisation does not occur and that any complaints are dealt with promptly and fairly.

Further information about how to make a complaint can be found in our Complaints policy. Any cases of harassment, discrimination, bullying or victimisation will be taken very seriously. Any member of staff

or learners found guilty of unlawful discrimination or harassment will be subject to disciplinary action, including where appropriate, dismissal for gross misconduct. Appropriate action will be taken against any member of the public, visitor or service provider involved in discrimination or harassment.

Further Information

This policy should be read in conjunction with the following policies:

-  Safeguarding and Prevent Policy
-  Health and Safety Statement Policy
-  Acceptable Use of ICT policy
-  Teaching, learning and assessment strategy
-  Learner involvement strategy
-  Employer engagement strategy
-  Complaints policy
-  Recruitment and selection policy
-  Redundancy policy
-  Grievance procedure
-  Maternity policy

The Director of Quality & Service Standards is the owner of this document and has approved its publication. The document owner is responsible for ensuring that this policy is reviewed annually.

This document is issued on a version-controlled basis and is available to all colleagues on the corporate intranet.

Document Management:

Owner: The Director of Quality & Service Standards
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 Review Date: 19/02/2022
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Change History Record

Version control	Substantive change narrative	Author of substantive change	Date of substantive change
V9	Existing policy formatted and version controlled	Information Security Team	17/05/2019
1.0	Version control added in line with ISO27001 and policy addendum added	Information Security Team	28/05/2019
2.0	Updated to reflect the new vision, mission and values of Babington.	Barbara Van Der Eecken	20/02/2020
3.0	Updated version to include the “inclusion” side of the policy in all its aspects	Barbara Van Der Eecken	19/02/2021
3.1	Addition of Appendix A – further responsibilities under this policy and minor changes	Francesca Hurst	21/06/2021

Appendix A

Further expansion of responsibilities

Senior Leadership Team

- Drive the Equality, Diversity and Inclusion Strategy by demonstrating and applying its principles to all aspects of their work.
- Outline their decisions around strategic aims and priorities in a timely manner via effective communication processes.
- Measure impact, review and implement change to support this strategy.

People and Talent

- Support the organisation to understand and implement fair recruitment and selection processes.
- Monitor and report on diversity of workforce within the organisation.
- Support the organisation to apply this strategy in relation to the workforce.
- Identify, implement and monitor impact of internal training on Equality, Diversity and Inclusion.

Safe and Sound Team

- To act as a critical friend, identifying opportunities for the organisation to improve and develop its practice and policy.
- Support the organisation to develop their understanding of Equality, Diversity and Inclusion by provision of resources, identification of potential training opportunities and promotion of all Equality, Diversity and Inclusion topics and trends.
- Provide an effective Safeguarding policy and process, supporting learners who may be experiencing inequality in any form.

All People Managers

- Ensure that all colleagues understand the Equality, Diversity and Inclusion Strategy and how this impacts on both them and their role.
- Support their teams to feedback on the strategy and related policies and procedures.
- Provide help and support to their team when necessary, in order to achieve the standards expected.
- Manage their teams in a manner which upholds the principles of this strategy.

Operational Management Teams

- Make effective use of MI to analyse Equality and Diversity Impact Measures (EDIMS), identifying achievement or participation gaps and action plan to address.

Solutions Design

- Uphold the principles of this strategy in all programme design, supporting inclusion and diversity via language, image and content.
- Consider and promote best practice in accessibility of learning resources and content.
- Support the development of learner understanding of equality, diversity and inclusion by effective embedding within learning.

The Quality and Service Standards Team

- Monitor, report and provide support and guidance on the inclusion of equality, diversity and inclusion in teaching, learning and assessment.
- Support the organisation in relation to fair assessment techniques, adaptation of delivery to meet individual need and any other matter relating to teaching, learning and assessment.
- Act as expert friends, bringing into the organisation developments in supporting diversity and inclusion in teaching, learning and assessment.

- Support the self-assessment and improvement planning of the organisation in relation to equality, diversity and inclusion.

Policy Addendum



This policy applies to ESF Matched Funded provision (MOU:25S17C02088 & 01S17C01895) including;

1. ESFA apprenticeships (non-levy)
2. AEB adult provision
3. 16-19 Traineeship provision
- 4.

This activity is part financed by the European Union through the European Social Fund (ESF). ESF supports activities to extend employment opportunities and develop a skilled workforce.

This policy incorporates the 9 protected characteristics of the Equality Act 2010:

1. Age
2. Disability
3. Gender reassignment
4. Pregnancy and Maternity
5. Race
6. Religion or Belief
7. Sex
8. Sexual orientation
9. Marriage / Civil partnership status