



Sefton Community
Learning Service



LIVERPOOL
CITY REGION
COMBINED AUTHORITY

METRO MAYOR
LIVERPOOL CITY REGION



Education & Skills
Funding Agency



SCLS Equal Opportunities Policy 2020/2021

Date reviewed: August 2020
Next review date: August 2021

Sefton Community Learning Service Equal Opportunities Policy Statement

Sefton Adult & Community Learning Service is part of Sefton MBC Inward Investment & Employment and as such adheres to and is guided by the Equal Opportunity policies and procedures of Sefton Council.

<https://www.sefton.gov.uk/your-council/plans-policies/communities/equality-and-diversity.aspx>

This document sets out the Equal Opportunities policy in the context of the Adult & Community Learning Service.

Statement

Sefton Adult & Community Learning Service is aiming to create an environment where all learners and staff are treated with respect and are not subjected to any discrimination.

No member of staff or learner of the Service should receive less favourable treatment on grounds of the following protected characteristics sex, marriage and civil partnership, religion and belief , race, age, gender reassignment, pregnancy and maternity, sexual orientation or disability, or be disadvantaged by requirements which cannot be shown to be justifiable; any behaviour involving actions or words reflecting prejudice on such grounds and liable to cause offence will be subject to disciplinary action. Similarly, discrimination by association will not be tolerated.

At Sefton Community Learning Service, we adhere to Sefton Council Accessible Communications Policy

<https://www.sefton.gov.uk/media/1718923/accessible-communications-policy-2020.pdf>

Sefton Council's Accessibility Statement is published on its website:

<https://www.sefton.gov.uk/miscellaneous-pages/about-this-website.aspx>

The Service aims to make the content of its website and VLE accessible for all and has produced a separate Accessibility Statement to inform service users of the level of accessibility across its VLE and of alternative routes to access its content should they encounter any barriers.

Practice

In order to achieve equality of opportunity the Service is committed to ensuring that:

- Procedures ensure fair and equitable treatment in relation to learner recruitment and assessment.
- Action is taken to make teaching and learning environments accessible to all.
- All content published on the VLE and on our page on Sefton Council's website is accessible to all, this includes offering alternative formats.
- Monitoring of these procedures is carried out regularly to ensure that access and gaps of 5% or more are identified and corrective measures taken.
- Existing procedures are reviewed and examined to ensure that they are not discriminatory in their operation.
- The procedure for resolving complaints of discrimination is communicated to those who may need it.
- Language used in Service communication reflects the letter and the spirit of the policy.
- Positive images of diverse groups in society are used in teaching materials, display, leaflets and publications.
- Staff receive E&D training relevant to their role
- Serious breaches of the policy are dealt with through disciplinary procedures.

Action

Staff and learners are expected to support this policy actively, accept the principle that there is equal opportunity for everyone and not be party to situations that could lead to unfair discrimination.

If you feel you have been the subject of discrimination or harassment by the Community Learning Service, or by one of its members of staff or by one of its learners, you should report the matter, directly or via another member of staff, to the Community Learning Manager who will take appropriate action under Sefton MBC's Policy

Equal Opportunities Curriculum Review

Sefton Community Learning Service is actively seeking to widen participation to all members of the local adult population who can benefit from adult and community learning. The resultant learner population is one that has a wide variety of needs, experiences and talents. The curriculum must be managed carefully so that no group of learners becomes marginalised within the learning community.

Curriculum areas will undertake an ongoing curriculum review of equal opportunities with the following aims in mind:

- To identify and share existing good practice in managing diversity
- To develop strategies to incorporate equal opportunities within the curriculum

- To develop support mechanisms for staff and students
- To provide guidelines
- To report annually on progress achieved

The Service has a responsibility to fulfil its legal obligations, and additionally it will work towards fulfilling the following responsibilities:

- To support every learner who can benefit from adult and community learning
- To offer a curriculum that is relevant
- To enable and encourage all learners to produce work that is free from prejudice
- To ensure that all curriculum areas and subjects are free from prejudice in terms of content, material used and delivery
- To contribute to the wider community through the attitudes, behaviour and ideas of the staff and learners
- To seek ways in which positive action may be taken to increase and/or improve provision for identified learner groups in terms of access, progression and career opportunities
- To promote the Fundamental British Values

Learner Support

Sefton Community Learning Service will work towards early identification and meeting of learning support needs for all learners.

Students with Learning Difficulties or Disabilities

Sefton Community Learning Service welcomes learners with learning difficulties or disabilities. The Equality & Diversity Coordinator will discuss individual needs and requirements and every effort will be made to accommodate the needs of all learners to enable everyone to achieve their full potential whilst learning with us.

- Self-referral learners may contact the main office to arrange an appointment with the EQ&D Coordinator.
- Tutors may contact the EQ&D Coordinator on behalf of the learner using the support request form.

The Legal Framework

All policies are up to date with all changes known to be in force on or before 24th July 2020

This policy will be implemented within the framework of relevant legislation that includes:

Equality Act 2010 This act has replaced the Disability Discrimination Act 1995
Equal Pay Act 1970 (Equal Value Amendment 1984)
Rehabilitation of Offenders Act 1974 New guidance from March 2014
Sex Discrimination Act 1975 (Gender Re-assignment Regulations 1999) Modified 01/10/2010
The Protection from Harassment Act 1997
The Human Rights Act 1998 (including Article 12)- modified in 2018
The Race Relations Amendment Act 2000
Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

Sefton Council policies relating to Equality and Diversity can be found on the Council's portal.

Copies of policies relating to personnel can be found on the Council's intranet and from the Personnel Department.