



Equal Opportunities Policy

Date: July 2011

Review date: September 2012

Name of responsible person: ENCO – Rowan Pearce

Policy

The Honey Pot Nursery is committed to promoting equality of opportunity in all aspects of its management, organisation and day-to-day working practices. All employees, potential employees, trainees or students working in the setting have equal opportunities, irrespective of class, ethnic origin, gender, marital status, race, religion, sexual orientation or HIV/AIDS status.

The Honey Pot Nursery will not discriminate directly or indirectly on the grounds of a person's gender or marital status. In all circumstances of recruitment, employment, job descriptions, training and pay, a person of one gender will not be treated more or less favourably than a person of another gender. A married person will not be treated less favourably, on the grounds of marital status, than an unmarried person would be in the same circumstances.

Similarly, all children in our care, and their families, will be treated with equal respect, irrespective of class, ethnic origin, gender, disability, race or religion. Any inappropriate behaviour or attitudes will be challenged and any instances of discrimination will be dealt with through disciplinary procedures.

The Honey Pot's commitment to equality of opportunity will be made evident on a day-to-day basis through:

- the provision of multicultural books, dressing-up clothes, toys and resources
- engaging children in activities and experiences that increase their awareness of different religions and cultures
- making resources, such as dolls, dressing-up clothes, cars and tools available to all children, irrespective of gender
- encouraging role-play outside stereotypical roles
- presenting visual images that show both sexes represented in a range of roles, traditional and non-traditional
- providing training for staff to ensure they avoid stereotypical comments such as '*Boys don't play with dolls*' or '*Which little girl is going to be the nurse?*'

PROCEDURE FOR DEALING WITH RACIAL HARASSMENT

Introduction

We have the duty to create and implement strategies in Nursery to prevent and address racism. Such strategies include:

- That the nursery records all racist incidents
- That all recorded incidents are reported to the children's parents/guardians, and when appropriate to the registering authority.

Parents have a right to know when racism occurs and what actions the nursery will take to tackle it.

In the Race Relations Act 1976 Section 71 there is a statement of the duty to 'promote harmony and good relations' between different groups in society. We have a statutory responsibility to monitor, review and eliminate racial discrimination.

Definition of racial harassment

'Violence which may be verbal or physical and which includes attacks on property and people because of their race, nationality, ethnic origins – when the victim believes that the perpetrator was acting on racial grounds and/or there is evidence of racism' – (Commission for Racial Equality).

Incidents may involve a small or large number of persons, they may vary in their degree of offence and may not even recognise the incident has racial implications; or at the other extreme their behaviour may be quite deliberate and blatant.

Examples of racial harassment

Physical assault against a person or group of people.

Derogatory name calling, insults and racial jokes.

Racist graffiti and other written insults.

Provocative behaviour such as wearing racist badges and insignia and the distribution of racist literature.

Threats against a person or group of people because of their colour or race.

Discriminatory comment including ridicule made in the course of discussions in class or elsewhere.

Patronising words or actions.

Procedure

- 1 All staff in the nursery should be constantly aware of any racial harassment taking place.
- 2 They must intervene firmly and quickly to prevent all forms of racial harassment. Any allegation should be taken seriously and reported to the manager.
- 3 Each incident should be investigated and recorded in detail as accurately as possible. This record should be available for inspection by staff, inspectors and parents where appropriate, on request.

- 4 The manager is responsible for ensuring that incidents are handled appropriately and sensitively and entered in the record book. Any pattern of behaviour should be indicated. Perpetrator/victim's initials may be used in their record book as information on individuals is confidential to the nursery.
- 5 Where an allegation is substantiated following an investigation, the parents of children who are perpetrators and victims should be informed of the incident and of the outcome.
- 6 Continued racial harassment may lead to exclusion but such steps should only be taken when other strategies have failed to modify behaviour.
- 7 Adults found to be perpetrators must be reported immediately to the manager.

Racial harassment needs to be recorded to:

- Develop strategies to prevent future incidents
- Identify patterns of behaviour
- Identify persistent offenders
- Monitor the effectiveness of nursery policies
- Provide a secure information base to enable nursery to respond to comments about racial incidents

Nursery Staff

All staff should be alert and seek to overcome any ignorant or offensive behaviour based on fear or dislike of racial distinctions that pupils or adults may express in nursery.

An atmosphere must be created where the victims of any form of racial harassment have confidence to report such behaviour and that subsequently they feel positively supported by the staff of the nursery.

It is incumbent upon all members of staff to ensure that they do not express any views or comments that are racist. Nor must staff appear to endorse such views by failing to counter behaviour, which is prejudicial in a direct manner. A sensitive and informed approach must be used to counter any racial harassment perpetrated out of ignorance.

When a member of staff violates this nursery code of practice he/she will be counselled by the manager. It will be explained to them why the behaviour is unacceptable and what steps will be taken to remedy the situation. At this stage it will be made clear that the content of the discussion will not be used as evidence in further disciplinary action. A repetition of such behaviour will lead to a formal verbal warning at which point the member of staff will be advised of their right to have a witness present. From this point the normal disciplinary codes of practice for employees of the nursery will come into effect.

Other forms of harassment between staff or any other individuals associated with the Nursery will not be tolerated - And will be dealt with, promptly, by the proprietor.