



# Single Equality Scheme Action Plan 2018 – 2021

**Prepared by:**  
Mrs Kirsten Bradley

**Approved by:**  
Local Governing Body

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## **WOODLAND PRIMARY SCHOOL**

### **Single Equality Scheme Action Plan 2018 – 2021**

#### **What are our Key Objectives?**

1. To raise awareness of the Single Equality Scheme
2. To ensure equality of opportunity and participation
3. To ensure that diversity is promoted across the school
4. To prevent/eliminate any instances of discrimination and harassment

The statutory duty/equality legislation the planned action is meeting*							Outcome	Actions	Timescale	Responsibility	Success criteria	Monitored by
R	D	G	SO	A	R	CC						
<b>Objective 1: To raise awareness of the Single Equality Scheme</b>												
✓	✓	✓	✓	✓	✓	✓	All staff are aware of the Single Equality Scheme and have awareness of their responsibilities.	Raise awareness by: <ul style="list-style-type: none"> <li>Emailing all staff a copy / discussing during morning minutes</li> <li>Discussing with new staff during Induction Meetings</li> </ul>	Summer 2018 Ongoing	HT AHT SBM	All staff receive copy All staff are aware of scheme and follow guidance, inc reporting of racial incidents.	LGB
✓	✓	✓	✓	✓	✓	✓	Stakeholders are aware of the Equality Plan and Accessibility Plan	Publish on website, include in newsletters, Available in parents leaflet stand	Summer 2018 Annually	HT	School website meets statutory requirements	LGB
✓	✓	✓	✓	✓	✓	✓	Ensure the school's policies do not impact negatively upon different community groups	Continue a rolling programme of impact assessments as school policies are being reviewed	2018-2021	HT	Policies continue to be reviewed and assessed against risk	LGB
<b>Objective 2: To raise awareness of the Single Equality Scheme</b>												
✓	✓	✓					Continue to monitor and analyse pupil achievement by race, gender and disability	Provide timely intervention if trends/patterns in the information suggest additional support for pupils is required	Ongoing Termly	HT SLT Class Teachers	No gaps in performance between groups of pupils – all achieve highly with instances of underachievement quickly identified and effective action taken	HT report to LGB  Subject Leader reports to LGB
✓					✓	✓	Ensure all information is easily accessible to all parents	Hard copies and on website where possible. Staff always available to discuss information in letters home. Use of translation tool if needed.	Ongoing	All staff	All parents (particularly EAL) have clear understanding of literature sent home	LGB

R	D	G	SO	A	R	CC	Outcome	Actions	Timescale	Responsibility	Success criteria	Monitored by
<b>Objective 2: To raise awareness of the Single Equality Scheme (continued...)</b>												
✓	✓	✓	✓	✓	✓	✓	Ensure that a diverse range of pupils are making a positive contribution to the life of the school	Ensure all pupils are provided with equal opportunity to make a positive contribution via: School Council (nominations) and School Jobs (applications)	Ongoing	All staff	Representation of various groups within the school reflect the diverse range of pupils	SLT monitoring
✓	✓	✓	✓	✓	✓	✓	That participation rates in extended school activities reflect the diversity of the school population	Fully funded Breakfast Club and After School Clubs for all pupils. Partial funding of trips/residential – policy of no child missing out	Ongoing	All staff	Monitoring of participation rates shows clear evidence that a range of pupils attend clubs	HT report to LGB
<b>Objective 3: To ensure that diversity is promoted across the school</b>												
✓	✓	✓	✓	✓	✓	✓	Ensure diversity is promoted effectively across the school	Learning environment in both the classrooms and corridors will reflect diversity of school population (ability, ethnicity, gender etc)	Ongoing	Class teachers SLT	Learning Environment audits indicate a range of diversity is promoted. That pupils awareness is raised- via pupil discussion in Journey lessons and assemblies	SLT monitoring
✓	✓				✓	✓	To continue to increase pupils awareness of different communities.	Celebration of cultural events throughout the year e.g. Divali, Holi, Chinese NY etc Pupil discussions All staff to implement through assemblies and PSHCE/ Jigsaw/ Journey curriculum	Ongoing	All staff RE Lead	Pupil discussions demonstrate clear awareness and tolerance towards different communities	HT report to LGB
✓	✓	✓	✓	✓	✓	✓	To ensure that resources reflect all aspects of the community.	To continue replenishing library and school resources with high quality books addressing the range of issues.	Ongoing	All staff Literacy Lead	Increasing number of resources positively reflect a diverse community	SLT monitoring

R	D	G	SO	A	R	CC	Outcome	Actions	Timescale	Responsibility	Success criteria	Monitored by
<b>Objective 4: To prevent/eliminate any instances of discrimination and harassment</b>												
✓	✓	✓	✓	✓	✓	✓	To ensure systems for reporting and monitoring incidents are robust	Continue to use CPOMs to record any incidents Use of specific form for recorded incidents of bullying / parents sign off after a period of review that happy with actions taken / current situation	Ongoing	EWB Team SLT DSL	Systems used enables leaders to monitor individual incidents and 'trends over time'	HT report to LGB Part b
✓	✓	✓	✓	✓	✓	✓	Ensure all staff are aware of procedures to report racist/homophobic/bullying incidents	Use of CPOMS New staff Induction	Ongoing	EWB Team SLT DSL	Systems used enables leaders to monitor individual incidents and 'trends over time'	HT report to LGB Part b
✓	✓	✓	✓	✓	✓	✓	To ensure that the school's procedures for dealing with bullying/harassment are clear and known by all stakeholders	To review our Bullying & Harassment policy, consult with stakeholders and publish	Summer 2018 Ongoing	EWB Team	Policy reviewed and understood by all stakeholders	LGB