



## EQUALITY POLICY

This policy will be reviewed in full by the Governing Body on an annual basis.

Signature ..... Date .....

Early Years Manager at Carmel Christian School

Signature ..... Date .....

Chairperson of the Governing Body

Signature ..... Date .....

Wayne Skinner, Chairperson CMI Board of Trustees

Revision table	Date	Details
Review	18 November 2017	Major rebuild of several sections
Review	11 November 2018	Review of the policy by the Governors
Review	19 February 2019	Review
Review	19 February 2020	Review
Review	17 May 2021	Review due to CCS staff and setting changes
Next review due	17 May 2022	

Carmel Ministries International (CMI), including Carmel Christian School (CCS), recognises that all individuals have fundamental human rights and welcomes the diversity of the communities living, working and learning in Bristol. As a service provider and employer, Carmel Ministries International is committed to promoting equality and tackling social

exclusion and, as such, will integrate equality into all activities, having due regard to the need to:

- Eliminate unlawful discrimination
- Promote equality of opportunity and
- Promote good relations between all groups, irrespective of their disability, race, sex, religion or belief, sexual orientation, age or marital status.

This list is not exhaustive and there are other forms of discrimination that are unacceptable and will not be tolerated.

### **As an employer:**

We believe that if we have a workforce that reflects the diversity of the local population, that feels it is treated equally and fairly, and has the opportunity to grow and develop at work, it will help us to provide the best possible service to the people of Bristol. Our aim is to be an equal opportunities employer. To do this we recognise that we need to:

- Increase the degree by which workforce diversity reflects the local population.
- Ensure all staff are paid equally for work of equal value.
- Ensure that staff are treated fairly and equally at work, regardless of their background or status.
- Ensure that all staff can work in an environment and culture free from harassment, bullying and discrimination.
- Ensure that all staff have the skills and understanding they need to meet the diverse needs of a diverse population.

### **When helping to build successful communities:**

Carmel Ministries International, including Carmel Christian School, has an important role to play in helping to build and support successful cohesive communities that have an active role in shaping their services and local neighbourhoods. To do this we need to:

- Increase community involvement and integration in Bristol.
- Increase the engagement of people from diverse communities with CMI activities.
- Increase the number of services that involve people from diverse communities in service planning processes.
- Improve the engagement of people from diverse communities.

### **As a partner:**

CMI works closely with a range of other organisations – partners, contractors and the voluntary sector. When we do so we look to promote equality of opportunity in our relationships with them, and to challenge prejudice and discrimination in the community.

### **As a provider of services:**

We will make our services easier to use and more accessible for everyone in Bristol. To do this, we will:

- Make information about our services available and more accessible.
- Make our buildings accessible to staff.
- Make contacting CMI easier and more accessible to all staff.

### **Implementation, Monitoring and Evaluation**

We are committed to monitoring and measuring our achievements on fairness, equality and diversity.

### **Engagement**

This policy and our equality scheme will be consulted upon with employees, service users and members of CMI.

### **Responsibility for the Equality Policy and Scheme**

The trustees have ultimate responsibility for equal opportunities within Carmel Ministries International and will ensure that adequate resources and leadership challenge are available to fully implement the Equality Policy.

### **Responsibilities of all staff:**

- Treat all colleagues, members and staff equally and fairly and with respect.
- Ensure that all employees have the necessary skills and understanding to meet the needs of CMI.
- Ensure that equality priorities are embedded within performance management processes.
- Foster an equalities culture within Carmel Ministries International (including Carmel Christian School) of asking, learning from those most affected by inequality and of respect for diversity.
- Not to practice any unlawful or unjustifiable discrimination in carrying out operational duties and in dealing with colleagues, members of the public and staff.

### **The Responsibility of Visitors and Staff:**

All staff and visitors have the right to be treated with respect and dignity at all times.

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- Staff should speak to each other and visitors politely and not abuse or threaten them in any way.
- Staff can in return expect that visitors and other members of staff treat them with dignity and respect.
- Abuse, harassment, or bullying of staff will not be tolerated by Carmel Ministries International and any allegations are taken seriously and dealt with appropriately.

**Responsibility of all employees:**

Employees can expect to be treated fairly and equitably at all times, not discriminated against and feel safe and valued at work. In return they have a responsibility to:

- Not abuse, harass, bully or discriminate against any other member of staff.
- Treat your colleagues with politeness, dignity and respect.
- Not practice unlawful or unjustifiable discrimination in carrying out your duties and in dealing with staff.
- Be sensitive to the needs of the diverse community.

**Responsibilities of Trustees and Overseers:**

- The CEO has the portfolio responsibility for equality within Carmel Ministries International and will ensure that resources and leadership challenge are available to implement the Equality Policy.
- Chairs of Committees will ensure that all committee decisions are free from unlawful discrimination.
- Members must behave without harassment or victimisation towards fellow members, staff or service users and ensure they treat people fairly without discrimination.

**The Equality Act General Equality Duty**

Those subject to the equality duty must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

These are sometimes referred to as the three aims or arms of the general equality duty. The Act helpfully explains that having due regard for advancing equality involves:

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- Removing or minimising disadvantages suffered by people due to their protected characteristics.
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.
- The Equality Policy and Scheme describe how the Council will meet all aspects of the public sector general equality duty.

### **The Specific Equality Duties**

Carmel Ministries International is required to:

- Publish sufficient information to demonstrate its compliance with the general equality duty across its functions.
- Prepare and publish equality objectives. This is to include objectives that it reasonably thinks it should achieve to meet one or more aims of the general equality duty.