



WANSTEAD HIGH SCHOOL

Equal Opportunities Policy

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Contents

Part 1	3
1.1 Rationale	3
1.2 Vision Statement and School Virtues	3
1.3 Justification and Legal Requirements	4
1.4 Aims and Objectives	5
1.5 Equalities Objectives	6
Part 2	7
2.1 Specific Responsibilities	7
2.2 Responsibilities of all stakeholders (including pupils)	7
Part 3: Implementation of the Equality Act	9
3.1 Equal Opportunities for staff	9
3.2 Staff: Development & Training	9
3.3 Equal opportunities for pupils	10
Admissions: The school follows local authority pupil admission policies that do not permit sex, race, colour or disability to be used as criteria for admission. The school's aim is to provide for all pupils according to their needs, irrespective of gender, ability or ethnic origin.	10
The Curriculum, Learning & Teaching: The Education Reform Act 1988 states that 'the school curriculum should reflect the culturally diverse society to which pupils belong and of which they will become adult members.' Pupils should have access to a broad and balanced curriculum which	10
Part 4	11
4.1 Monitoring, review and evaluation	11
Appendices	12
Appendix 1: Definitions of each protected characteristic	12
Appendix 2: Discrimination, victimisation and harassment	15
Appendix 3: Examples of how the school implements the Equality Act for Staff	16
Appendix 4: Examples of how the school implements the Equality Act for Pupils	17
Appendix 5: Guidance for supporting transgender and non-binary pupils	19
Appendix 6: Guidance on educating about gender at Wanstead High School	22

PART 1

1.1 Rationale

At Wanstead High School equal opportunities are central to our school ethos and virtues. It is our school character virtues at the heart of all of our work. We expect all pupils and staff to model these character virtues on a daily basis, and ensure that every member of our community is equally valued.

We expect all pupils and staff to challenge and act upon racism, sexism, homophobia and all other forms of prejudice and discrimination, including bullying and harassment (see appendix 1). We are proactive in promoting inclusion, diversity and mutual respect through policy, assemblies, the curriculum and events throughout the year.

1.2 Vision Statement and School Character Virtues

Vision Statement

Wanstead High School is a modern, forward-looking school with traditional values maintained over the last hundred years. We seek to provide the best, **most inclusive**, local education for **all our pupils** and a thriving and collaborative environment for staff, ensuring no one is left behind. We seek to develop a passion for learning which promotes academic and career success, happiness, personal growth and confidence whilst ensuring everyone is safe and everyone is able to benefit from the right help when they need it.

We all achieve in our learning community by being:

- **Ready**
- **Respectful**
- **Responsible**

We are a school that creates:

- A love and passion for creative and collaborative learning - inside and outside of the classroom - which is encouraged to drive progress and ambition within our school: staff, Governors and pupils alike.
- A curriculum on offer that is engaging, relevant, broad and balanced and is implemented equally for every pupil in every classroom.
- **The development of character** is fostered in all areas of school life and pupils develop to be kind and respectful of others' views and opinions. Nobody tolerates bullying or discriminatory behaviour.
- All pupils are challenged consistently to excel in everything they do, from academic study, sport, artistic skill, through to their personal and group behaviour and attendance.
- Pupil, parents and staff voice and strong relationships help to shape our values and development.

The Learning Community we create:

- A Wanstead High School pupil will develop to be a happy, kind, safe and well-rounded character who has been encouraged, supported and challenged in school to maximise opportunities in all areas and who can make confident, positive and informed choices about their life and role in British society beyond Wanstead High School.
- A Wanstead High School parent/carer will support the school at all times and be secure in the knowledge that their child will be treated as an individual: exposed to knowledge, skills and character development in an innovative and forward-thinking way and will be supported on the journey from childhood to a confident, successful and happy adult life.

- A Wanstead High School staff member will be given the opportunities, space and support to be reflective, passionate, energetic and positive about their role, always looking to collaborate, grow and develop and expand their experiences both inside and beyond our learning community.
- A Wanstead High School Governor will be enthusiastic, well-informed and motivated to challenge and support our learning community to deliver our vision and values in a productive, successful and collaborative way.

Character Virtues

THE WANSTEAD HIGH H E R O N

Members of the Wanstead High Community..

Have **INTEGRITY**

Enquire as **CURIOUS** learners

RESPECT others

Offer **SERVICE** to others

Need one another, we are a **TEAM**

Being part of the Wanstead High community is based on a shared understanding of equality, diversity and inclusion. We are a very diverse community and our diversity is our strength. Every member of our community is included, heard and valued.

Community education is very important to us. We believe that our school is here to serve and support the local community, and that the children of our community deserve the very best. We are committed to being a forward-thinking employer with established best practice in ethical recruitment, flexible working and gender equality. Our 21st Century curriculum celebrates religious and cultural diversity and embodies British Virtues. We are a reflective organisation and we are always reviewing our policies and process to ensure they reflect our school ethos and strong equalities focus.

1.3 Justification and Legal Requirements

The public sector equality duty is a duty on public authorities to consider how their policies or decisions affect people who are protected under the Equality Act 2010.

When public authorities carry out their functions, the Equality Act says they must have due regard or think about the need to:

1. **Eliminate unlawful discrimination**, harassment and victimisation.
2. **Improve equality of opportunity** between people with protected characteristics and those who do not.
3. **Foster good relations** between people who share a protected characteristic and those who do not.

We ensure that our school policies and practices reflect The Equality Act 2010. The Act aims to promote a fair and more equal society and to protect our pupils and colleagues from unfair treatment. The Equality Act defines nine protected characteristics applicable to our pupils and colleagues.

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

See Appendix 1 for further explanation of each of the protected characteristics

The Equality Act states that discrimination of the above protected characteristics can manifest in the following form

- direct discrimination
- indirect discrimination
- failure to make reasonable adjustments
- discrimination arising from a protected characteristic
- harassment
- victimisation

See Appendix 2 for further explanation of each of these forms of discrimination

At Wanstead High School we recognise that staff and pupils have multi-layered identities. This might mean that some staff and pupils may identify with more than one protected characteristic.

1.4 Aims and Objectives

The Governing Body and school, through this Equal Opportunities Policy, aims to:

- Carry out its legal duty in complying with the Equality Act 2010 and Public Sector Duties.
- Ensure that equality remains high on the school's strategic agenda.
- Create a zero-tolerance school culture to prejudice and discrimination, where staff and pupils actively challenge behaviours that do not promote equality in all its forms.
- Recognise that some historic inequalities exist which we aim to rebalance through our Equalities Policy.
- Establish good people management practices and create a school where equalities are embedded in the school's day to practice.
- Ensure that equality remains high on the school's strategic agenda.
- Achieve a staffing composition that reflects the wider community.

1.5 Equalities Objectives

Every two years we will publish Equalities Objectives. We will review and monitor how we are working towards these objectives.

Our Equality Objectives 2024-26:

- 1) To identify and then actively address gaps in pupils' academic achievement and participation in extra- curricular activities, in particular: disadvantaged pupils, pupils with special educational needs, looked after pupils and pupils from minority ethnic backgrounds
- 2) To ensure that our curriculum and teaching celebrates mutual respect, and equality and challenges prejudice
- 3) To actively ensure that we engage stakeholders in developing equalities best practice, policy and provision in the workplace so that all staff and pupils feel represented and included in our school community.

Part 4 of this policy outlines how we will measure, monitor and evaluate our success in meeting these objectives.

PART 2

2.1 Specific Responsibilities

All members of the school community are responsible for promoting the school's Equal Opportunities Policy and are obliged to respect and act in accordance with the policy. We aim to empower our pupils to make informed choices so that they are better prepared for the opportunities, responsibilities and experiences of life within their community. Equality of opportunity cannot be realised without the involvement and commitment of all members of the school community and a common understanding of the pivotal role of equal opportunities in the context of the school's ethos and virtues, in particular, the recognition that the role of all staff is crucial in the delivery of the objectives of this policy.

2.2 Responsibilities of all stakeholders (including pupils)

- Embody the school's ethos and virtues in their professional and personal conduct.
- Develop and demonstrate respect for the culture, language, and beliefs of all other people in the school.
- Develop and demonstrate respect and understanding for people of all gender identities and sexual orientations.
- Develop and demonstrate respect for people of all abilities and disabilities.
- Challenge and report discrimination and prejudice.
- Only use positive language.
- Celebrate and promote diversity, equality and inclusion in all its forms.
- Participate in activities that promote equality and diversity.

The Senior Leadership Team will:

- Oversee the effective implementation of the policy.
- Model equalities best practice at all times.
- Monitor progress data to ensure that all groups of pupils are performing at expectations.
- Be aware of gaps in progress data that could indicate an equal opportunities concern and act accordingly to close these gaps.
- Be aware of where equalities gaps exist in wider school practice and systems. Through the school improvement plan, actively work to address these gaps.
- Monitor and evaluate the effectiveness of the school's curriculum in developing and maintaining equal opportunities.
- Ensure that subjects and activities which specifically promote community cohesion, interfaith dialogue and human rights, remain important aspects of the school's curriculum (eg. Religious Education, Personal development and wider SMSC).
- Ensure that class groupings and tutor groups promote equal opportunities and do not disadvantage any specific group of pupils.
- Support and hold middle leaders to account to ensure that equal opportunities are high profile across all departments, year groups and support staff teams.
- Maintain records of any equal opportunities incidents, reports or allegations made.
- Ensure that all incidents, reports or allegations in relations to equalities matters are followed up in accordance with the school's grievances/complaints procedure.
- Ensure staff have access to training which helps to implement the policy.
- Report to the Governing Body annually on the effectiveness of this policy.
- Keep up to date with any development affecting the policy or actions arising from it.

The Governing Body will:

- ensure that the objectives arising from the policy are part of the School Development Plan;
- support the Headteacher and the Senior Leadership Team in implementing the policy;
- evaluate and review the policy every two years and the equality objectives every 2 years; and
- develop strategies to ensure the governing body is representative of the school's diverse community.

Pupils will:

- be involved in the further development of the policy and objectives;
- receive equalities training;
- encouraged to actively support the policy and expected to act in accordance with it; and
- pupil leaders will promote a student version of the policy among their peers.

Parents will:

- be encouraged to actively support the policy;
- support the school's aims and ethos; and
- be informed of any incident related to this policy which could directly affect their child.

School staff will:

- be made fully aware of the Policy;
- be trained on matters of equalities;
- be involved in the further development of the policy and objectives;
- be required to actively support the policy and expected to act in accordance with it; and
- be encouraged to make known any queries or training requirements.

Teachers will:

- ensure lesson, assembly and tutor time materials promote equality and diversity in all its forms;
- ensure that classroom and corridor display promote equality and diversity in all its forms;
- reinforce the school's equalities agenda in the classroom; and
- monitor the progress of groups of specific groups of pupils and intervene/act to close these gaps.

PART 3 – Implementation of the Equality Act

This section sets out how we aim to implement our duties under the Equality Act 2010 into school practices and systems.

3.1 Equal Opportunities for staff

Appendix 2 illustrates workplace practices that the school is committed to developing. The following mission statements support our ethos as an Equal Opportunities Employer

Family-friendly policies: Wanstead High School is a family-friendly employer and will do its best to respond to the changing needs of all staff by publicising existing schemes designed to support employees in combining work and other responsibilities (parental leave arrangements, job share opportunities, part-time working flexitime where appropriate, carers' leave provision). Each request will be looked at on a case-by-case basis to ensure that the business needs of the school are being met while also trying to meet the individual request.

Religious observance and prayer: Wanstead High School recognises that religious practice and faith is central to the lives of many of our staff and pupils. We aim to develop working practices that enable staff to fulfil their religious commitments alongside the requirements of their role and responsibilities. We offer quiet spaces for prayer and welcome suggestions from staff on how we can continue to improve this facility. Leave of absence requests can be made for religious observance as per the Leave of Absence Policy. We work, if necessary, with parents, carers and local mosques to ensure that pupils are supported in observing Ramadan alongside learning and sitting GCSE exams (when Ramadan falls in the summer).

Ethnic minority employees: We are aware that there is a lack of ethnic minority representation in education, particularly in middle and senior leadership. We aim to actively promote recruitment from qualified minority ethnic professionals through a minority ethnic recruitment statement in our recruitment advertisements and recruitment packs. We use anonymous recruitment strategies to avoid any possible unconscious bias in our processes.

Employees with a disability or learning needs: Wanstead High School is not fully accessible for staff and pupils with restricted mobility. Our recruitment pack clearly states that we encourage applications from staff with all levels of mobility and that support is available for staff with learning needs. However, we need to be sure staff are aware of the physical challenges of the school site.

Positive mental health and well-being are central to life at Wanstead High. We have a staff well-being group and policy.

3.2 Staff: Development & Training

The success of the Equal Opportunities Policy is closely linked to the provision of relevant training. The school will endeavour to:

- enhance and develop the skills, knowledge and abilities of existing employees to realise their full potential, irrespective of background or employment status;
- provide equal access to training and development opportunities for all staff, including part time, on the basis of their assessed training needs;
- promote greater awareness of equal opportunities; and
- equip employees with the skills to provide personal and organisational solutions, discriminatory practices and behaviour and to promote anti-discriminatory behaviour generally.

3.3 Equal opportunities for pupils

The following mission statements support our ethos as an Equal Opportunities School and the provision we provide for our pupils. Appendix 3 illustrates workplace practices that the school is committed to developing.

Positive mental health and well-being are central to life at Wanstead High. We commit a considerable amount of curriculum and pastoral time to promoting positive mental health and well-being.

Religious observance and prayer: Wanstead High School recognises that religious practice and faith is central to the lives of many of our staff and pupils. We work with parents, carers and local mosques, if necessary, to ensure that pupils are supported in observing Ramadan alongside learning and sitting GCSE exams (when Ramadan falls in the summer).

Admissions: The school follows Redbridge pupil admission policies that do not permit sex, race, colour or disability to be used as criteria for admission. The school's aim is to provide for all pupils according to their needs, irrespective of gender, ability or ethnic origin.

The Curriculum, Learning & Teaching: The Education Reform Act 1988 states that 'the school curriculum should reflect the culturally diverse society to which pupils belong and of which they will become adult members.' Pupils should have access to a broad and balanced curriculum which:

- challenges and avoids stereotypes and provides good role models for all pupils. Equality of opportunity informs the whole of the curriculum and is reviewed regularly;
- where equal opportunities issues will be taken account of in planning the curriculum. This is reflected in our curriculum planning process and relevant documentation;
- reflects a true picture of the world and its history, in particular an understanding of the political, social and economic reasons for racism and inequality, and the ways in which racism and sexism is transmitted;
- represents fairly and accurately, the contributions of all civilisations and sections of society;
- encourage pupils to question and evaluate information, recognise bias and seek alternative sources;
- be relevant to all pupils, meet their needs and motivate them to high achievement;
- acts as a force for developing and reinforcing a school ethos, which maintains respect for all members of the community;
- make use of adaptive teaching to meet the needs of pupils of all abilities and learning needs;
- images display and teaching materials should reflect a positive and diverse representation of the protected characteristics. Heads of Department play a vital role in ensuring that lesson materials and resources the schools equal opportunity aims;
- ensures that option choices, work experience and careers guidance are monitored to ensure fairness in these processes. Where concerning patterns in terms of ethnic background, gender or disability emerge, we endeavour to ensure these concerns;
- uses setting/streaming in very few subjects (currently Maths and English in one year group respectively) where the Headteacher has agreed with the Head of Department a clear rationale and purpose for setting. Where there is setting, this will be closely monitored; and
- is evaluated by the extent to which the particular needs of individual pupils are met including gender, ability, ethnicity, sexual orientation and social circumstances.

PART 4: Monitoring, review and evaluation

4.1 Monitoring, review and evaluation

Governors have a duty to ensure that policies are regularly monitored and reviewed. Monitoring is an essential aspect of this policy, as it should provide important information by which we can measure our performance against our aims and objectives. Statistical information can also enable the governors and Headteacher to detect where potential or actual imbalances exist and to take steps to correct them.

Monitoring with respect to employment will be undertaken in the following areas on at least an annual basis in relation to sex, gender identity, race and disability

- composition of the school staff
- recruitment trends
- take up of training opportunities
- promotion patterns
- use of complaints procedure
- use of grievance, disciplinary, harassment etc.
- use of sanctions
- use of religious observance days
- take-up of family-friendly policies, eg. flexible working arrangements

The effectiveness of this policy will also be evaluated through:

- Stakeholder feedback through focus groups and a yearly equalities questionnaire
- A review of school policies and practices

Links to related policies:

- Behaviour Policy
- Anti-bullying Policy
- Professional Handbook
- Accessibility Policy
- Recruitment Policy

APPENDICES

Appendix 1: Definitions of each protected characteristic

Protected Characteristic	The Equality Act 2010 says that a person must not be discriminated against because:
Age	<ul style="list-style-type: none">• they are (or are not) a certain age or in a certain age group;• someone thinks they are (or are not) a specific age or age group, this is known as discrimination by perception;• they are connected to someone of a specific age or age group, this is known as discrimination by association. <p>NB: This does not apply to school aged children</p>
Disability	<ul style="list-style-type: none">• they have a disability;• someone thinks a person has a disability (this is known as discrimination by perception);• they are connected to someone with a disability (this is known as discrimination by association).
Gender reassignment	<ul style="list-style-type: none">• of their gender reassignment as a transsexual. A person may prefer the description transgender person or trans male or female. A wide range of people are included in the terms 'trans' or 'transgender' but a person is not protected as transgender unless they propose to change their gender or have done so;• someone thinks a person are trans, for example because you occasionally cross-dress or are gender variant (this is known as discrimination by perception);• they are connected to a transsexual person, or someone wrongly thought to be transsexual (this is known as discrimination by association).
Marriage and civil partnership	<ul style="list-style-type: none">• they are married or in a civil partnership;• marriage can either be between a man and a woman, or between partners of the same sex. Civil partnership is between partners of the same sex. <p>NB: This protected characteristic does not apply to people who are:</p> <ul style="list-style-type: none">• single;• living with someone as a couple neither married nor civil partners;• engaged to be married but not married;• divorced or a person whose civil partnership has been dissolved.

<p>Pregnancy and maternity</p>	<ul style="list-style-type: none"> • they are pregnant or on maternity leave; • they are breastfeeding; • they have a stillbirth after 24 weeks of pregnancy. A person is entitled to maternity leave and protection from discrimination in the same way as if they had a live birth. Prior to 24 weeks, the loss of the baby is treated as a miscarriage; • they have taken leave as a result of a miscarriage or pregnancy. Sick leave for these reasons should be recorded separately from other types of sick leave so that it is not used to a person's disadvantage, for example, in disciplinary or redundancy decisions; • they miscarry before 24 weeks. The person may need time off work if they are ill as a result of a miscarriage. Sickness absence related to a miscarriage should be treated in the same way as pregnancy related sickness. <p>NB: This also covers pregnant pupils. It is unlawful for school to treat a pupil less favourably or deny her access to education because of pregnancy, parenting or breast feeding. Local Authorities are required under Section 19 of the Education Act to ensure pupils are provided with suitable education when absent from school because of pregnancy or parenting.</p>
<p>Race</p>	<ul style="list-style-type: none"> • of their colour, or nationality (including your citizenship). It can also mean a person's ethnic or national origins, which may not be the same as their current nationality. For example, a person may have Chinese national origins and be living in Britain with a British passport; • of their racial group. This means a group of people who all share the same protected characteristic of ethnicity or race; • your racial group is made up of two or more distinct racial groups, for example black Britons, British Asians, British Sikhs, British Jews, Romany Gypsies and Irish Travellers, people born in Britain to Jamaican parents.
<p>Religion or belief</p>	<ul style="list-style-type: none"> • you are (or are not) of a particular religion; • you hold (or do not hold) a particular philosophical belief; • someone thinks you are of a particular religion or hold a particular belief (this is known as discrimination by perception); • you are connected to someone who has a religion or belief (this is known as discrimination by association). <p>In the Equality Act religion or belief can mean any religion, for example an organised religion like Christianity, Judaism, Islam or Buddhism, or a smaller religion like Rastafarianism or Paganism, as long as it has a clear structure and belief system.</p> <p>The Equality Act also covers non-belief or a lack of religion or belief. For example:</p> <ul style="list-style-type: none"> • the Equality Act protects Christians if they are discriminated against because of their Christian beliefs, it also protects people of other religions and those with no religion if they are discriminated against because of their beliefs. <p>The Equality Act says that a philosophical belief must be genuinely held and more than an opinion. It must be cogent, serious and apply to an important aspect of human life or behaviour. For example:</p> <p>an employee believes strongly in man-made climate change and feels that they have a duty to live their life in a way which limits their impact on the earth to help save it for future generations: this would be classed as a belief and protected under the Equality Act.</p>

	<p>The Equality Act also says that a belief must also be worthy of respect in a democratic society and not affect other people’s fundamental rights. For example:</p> <ul style="list-style-type: none"> • an employee believes that white people are a superior race to others and tells their colleagues so: this would not be classed as a belief protected under the Equality Act.
<p>Sex (as is in sex assigned at birth)</p>	<ul style="list-style-type: none"> • you are (or are not) a particular sex; • someone thinks you are the opposite sex (this is known as discrimination by perception); • you are connected to someone of a particular sex (this is known as discrimination by association). <p>In the Equality Act, sex can mean either male or female, or a group of people like men or boys, or women or girls.</p>
<p>Sexual orientation</p>	<ul style="list-style-type: none"> • you are heterosexual, gay, lesbian or bisexual; • someone thinks you have a particular sexual orientation (this is known as discrimination by perception); • you are connected to someone who has a particular sexual orientation (this is known as discrimination by association). <p>In the Equality Act, sexual orientation includes how you choose to express your sexual orientation, such as through your appearance or the places you visit.</p>

Appendix 2: Discrimination, victimisation and harassment

Discrimination on grounds of race, sex, disability, religion or belief, or sexual orientation is illegal. However, for the school community, discrimination is also unacceptable on any of the other grounds referred to in this policy statement. Failure to comply with the policy will be fully and promptly investigated using the appropriate procedures.

1. There are four ways in which discrimination may occur:

Direct discrimination: This means treating someone less favourably than others would be treated in the same or similar circumstances on the grounds of race, sex etc.

Indirect discrimination: This means applying a requirement or condition which disadvantages certain groups of people.

Victimisation: This occurs when a person is treated less favourably than other persons would be treated because that person has done a 'protected act' under the Equal Pay Act, Sex Discrimination Act, Race Relations Act or Employment Equality Regulations, for example, by bringing forward proceedings or giving evidence or information.

Harassment: Harassment can take many forms, from the most obvious abusive remarks to extremely subtle use of power. As with unfair or unlawful discrimination, harassment can be intentional or unintentional. However, the key issue is not simply the intention of the offender but the impact of the behaviour on the person receiving it. Harassment may involve any of the following:

- physical contact or violence;
- offensive humiliating and intimidating remarks or actions;
- exclusion from participation in job-related or classroom-related discussions, training or social or other events;
- unfair work allocation;
- unjust or excessive or humiliating criticism of performance;
- offensive signs or notices;
- repeated demands or requests for sexual favours.

These are merely examples and not an exhaustive list. Whatever the form, the school will provide support for any member of the school community, pupil or staff member who is the victim of any form of discrimination or harassment.

Appendix 3: Examples of how the school implements the Equality Act for Staff

The table below gives examples of strategies in place to implement the Equality Act for staff. This is indicative but not an exhaustive list.

Protected Characteristic	School practice - Staff
Age	<ul style="list-style-type: none"> • Anonymous recruitment process. • No enforced retirement ages. • Part-time and flexible working. • Workplace risk assessments when necessary.
Disability	<ul style="list-style-type: none"> • Reasonable adjustments made to working conditions, working hours and working environment. • Work place risk assessments when necessary.
Gender reassignment	<ul style="list-style-type: none"> • Gender neutral toilets. • Gender neutral staff dress code. • Staff training on LGBTQ+ equalities. • Full support for staff undergoing gender reassignment. • Celebration of LGBTQ+ Month promoting a whole school culture of LGBT inclusion and visibility. • Workplace risk assessments when necessary.
Marriage and civil partnership	<ul style="list-style-type: none"> • All staff can choose to use prefixes which do not indicate their relationship status (eg. Ms or Mr). • Staff are never asked to declare their relationship status (unless it is with another employee). Disclosures regarding relationships are confidential.
Pregnancy and maternity	<ul style="list-style-type: none"> • Reasonable adjustments made for pregnant and breastfeeding staff. • Flexible working arrangements. • Shared parental leave. • Keeping in touch days during maternity leave. • Phased and flexible return to work arrangements. • Work place risk assessments when necessary.
Race	<ul style="list-style-type: none"> • Recruitment packs and adverts actively encourages applications from ethnic minority professionals. • Anonymous recruitment process. • Questions provided in advance for interviews where possible.
Religion or belief	<ul style="list-style-type: none"> • Leave of absence given for religious observance (see leave of absence policy for more detail). • Friday prayer room (and additional days) for staff and pupils.
Sex (as is in sex assigned at birth)	<ul style="list-style-type: none"> • Anonymous recruitment process. • Shared parental leave.
Sexual orientation	<ul style="list-style-type: none"> • Staff training on LGBTQ+ equalities. • Celebration of LGBTQ+ Month promoting a whole school culture of LGBT inclusion and visibility.

Appendix 4: Examples of how the school implements the Equality Act for Pupils

The **Equality Act 2010** protects **children**, young people and adults against discrimination, harassment and victimisation in relation to housing, education, clubs and the provision of services (under-18s are only protected against age discrimination in relation to work).

The table below gives examples of strategies in place to implement the Equality Act of pupils.

Protected Characteristic	School practice - Pupils
Age	<ul style="list-style-type: none"> The curriculum covers aspects of age discrimination and how it can affect younger people (eg. pay).
Disability	<ul style="list-style-type: none"> Reasonable adjustments made to school policy to take into account SEND pupils, e.g.: attendance policy and behaviour Policy and PE. Accessibility of curriculum for all pupils, including visual impairment. Accessibility of classroom to all pupils.
Gender reassignment	<ul style="list-style-type: none"> Gender neutral school uniform policy. Staff training on LGBTQ+ equalities. LGBTQ+ inclusive Relationships and Sex Education curriculum. Full support for non-binary and transgender pupils by using preferred names. Reasonable adjustments made for transitioning pupils e.g.: access to separate changing facilities for PE. Celebration of LGBTQ+ Month promoting a whole school culture of LGBT inclusion and visibility. Behaviour and anti-bullying policy with specific reference to HBT bullying.
Marriage and civil partnership	<ul style="list-style-type: none"> The curriculum teaches pupils about committed relationships and that same sex relationships have equal status in the law and in our school, as heterosexual relationships.
Pregnancy and maternity	<ul style="list-style-type: none"> Provision and reasonable adjustments made for pregnant, parenting and breastfeeding pupils.
Race	<ul style="list-style-type: none"> Celebration of Black History Month. Respecting and Valuing Diversity- Unit of work in CPSHE Year 8. Active steps taken to ensure equal representation of ethnic minority pupils on pupil leadership and extra-curricula opportunities. Strategies to close the gaps of underachieving ethnic groups.
Religion or belief	<ul style="list-style-type: none"> RE curriculum in Y7-9 teaches pupils about the six major world religions and humanism/secularism. PD curriculum in teaches pupils about religious freedoms and tolerance in the context of British Virtues. SMSC and assemblies programme promotes religious tolerance and freedom. Friday prayer room (and other days) for staff and pupils.
Sex (as is in sex assigned at birth)	<ul style="list-style-type: none"> Celebration of International Women's day and International Men's Day. Senior leaders allocated to whole school monitoring of KPIs of boys and girls. Gender equality delivered through assemblies and SMSC programme.

Sexual orientation	<ul style="list-style-type: none">• Staff training on LGBTQ+ equalities.• LGBTQ+ inclusive Relationships and RSHE curriculum.• Celebration of LGBTQ+ Month promoting a whole school culture of LGBT inclusion and visibility.• Behaviour and anti-bullying policy with specific reference to HBT bullying.
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Appendix 5: Guidance for supporting transgender and non-binary pupils

In the last few years there has been much work done raising awareness and increasing the visibility of transgender issues. This guidance has been adapted from the NEU's guidance documentation.

- The term **transgender**, or more commonly now trans, is an umbrella term used to describe a person whose gender identity is not the same as the **sex they were assigned at birth**.
- Trans also includes non-binary people who do not fall into the binary categories of man/woman or male/ female. **Non-binary** people may feel they are not exclusively male or female, and may embody elements of both.
- Being transgender does not imply any specific sexual orientation. A trans person can be gay, straight, bisexual, lesbian or any other sexual orientation.
- You cannot tell if a person is trans just by looking at them; trans people do not look a certain way or come from any one background.
- As trans people become more visible in society, the number of young people feeling confident and able to seek help with their gender identity issues is increasing.
- The word '**transition**' describes the steps a trans person may take to live in the gender with which they identify.
- Every person's transition is unique and will involve different things. There's a lot of focus on medical transitions, but not all trans people want or can access hormone therapy and surgeries. Someone's transition may involve purely social aspects, such as telling friends, family and colleagues; dressing differently; and changing names, **pronouns** and official documents. There is no 'right' or 'wrong' way to transition.
- With more young people exploring their gender identity, the need for knowledge, experience and guidance in schools is crucial for education staff to be able to adequately support pupils

Legal context

Not only is there a moral obligation to support young trans and gender-questioning pupils in education, but there is a legal one too. The Equality Act 2010 prohibits discrimination of anyone with a protected characteristic. The protected characteristic of gender reassignment covers trans people. To be protected from gender reassignment discrimination, you do not need to have undergone any specific treatment or surgery. This is because changing your physiological or other gender attributes can be an entirely personal process rather than a medical one. You can be at any stage or part of a stage in the transition process – from proposing to reassign your gender to undergoing a process to reassign your gender or having completed it. This means that pupils who want to use a new name, wear new clothes or ask for a new pronoun to be used are protected under the law, regardless of whether they have, or want to have, any medical treatment.

A whole school approach

At Wanstead High we believe trans people should not have to ask to be included. These are the steps we take to create a more trans-friendly environment that will send a message of acknowledgement, respect and acceptance to all pupils. We also recognise the complexity of identifying as a young person, and that this is a process. Our role as professionals is to create a safe space in order to support a young person become the adult that they want to be. In order to create this safe space, it is important that staff:

- Are mindful of their language and avoid gendered language (e.g. 'Let's go people' rather than 'Let's go girls').
- Avoid grouping pupils by gender and avoid gendered stereotypes/language.
- Do not make any assumptions. Many trans pupils are not out, and they may not have the language to explain their feelings or identity.
- Ensure that every staff member feels supported if they want to ask questions and increase their knowledge.

- Acknowledge that there will be trans people within the school/college community as pupils, parents, carers, staff and governors.
- Ensure trans issues and transphobia are included within the school's Equality Policy.
- Use the curriculum and activities such as assemblies to challenge stereotypes based on gender and gender identity.
- Celebrate whole school SMSC events that promote trans-inclusion.
- In class, have seating plans that promote learning and meet individual pupil needs. We will avoid seating plans that increase stereotypes about gender and girls and boys.
- Are aware that we have gender neutral toilets.
- Follow the gender-neutral school uniform policy.

How to respond when first approached by a pupil asking for help with gender identity issues or comes out as transgender?

1. Let the pupil talk and ensure you are supportive and non-judgemental. Let them know you will arrange a further conversation for them to discuss this in more detail.
2. Contact their HOY with the pupil's name, tutor group and what they have told you. It will then be agreed which member of staff would be best placed to have a more in-depth conversation with that specific pupil.

How to manage the first meeting

The first thing to do is enter into a conversation with the young person and, only with their permission, with their family, in order to work through the questions below. Please keep in mind when talking with a young trans person or their family that it is important to:

- 'Listen' and not lead the conversation.
- To keep an open mind and to not say things that could appear to minimise or dismiss how they are feeling.
- It is really important that the young person's gender identity is respected. Let the young person express how they identify or need to express their gender in a conversation or in any other way they find comfortable.
- Care must be taken to find out what their needs are and how they want to proceed. Every young trans person is different.
- The parents/carers are also likely to need support so that they can work out how best to support their child and determine what pronouns, clothes and support might be most appropriate.
- The person holding the conversation should keep a full transcript of the conversation.

It must all be recognised that identity is never easily defined, nor should there be a need to categorise. The development of an individual's identity takes time, and is multifaceted. There must also be awareness of other factors which could be affecting a young person at this time, eg. puberty, friendship issues, home circumstances.

Checklist of actions and questions

- Can you tell me how you are feeling about your gender identity?
- How long have you felt this way?
- Have you spoken to anyone else about your feelings or gender identity?
- Can we invite your family into school to discuss this? If the pupil says no, this needs to be explored further, but ultimately the pupil's confidentiality must be respected (see section on confidentiality)
- How do they wish to express their gender identity?
- Are you comfortable with PE and the changing rooms?

- Which name and which pronouns do they wish to be known by/called at school/college? (NB, this might differ from those used at home, if this is what the young person wants at that time.)
- Do you need information, support and guidance with medical transition?
- Would you like the support of a transgender support group?
- How can we support you?

Next steps

- Send the minutes of the meeting to the relevant Senior Leader.
- Pupil discussed at the next pastoral referral meeting and agreement made whether a care/action plan needs to be put in place.
- Local LGBT+ or specific trans-focused support group to be contacted for support and guidance.
- If continuing conversations with the pupil and family show that the pupil is intending to transition in school/college, then putting together an action plan is crucial. When putting together any transition plan, it cannot be overstated that it must be led by the needs of the pupil and the family, and the young person will have many good and practical ideas about what they would find helpful.
- If they are looking to find medical help with their transition, then their GP could be the first port of call. The GP should at least be able to refer the young person to Child and Adolescent Mental Health Services (CAMHS), or the school can do this through their own referral.
- As part of the care/action plan it should be decided what information/instructions will be given to staff and pupils.

What is the best way of managing sensitive information?

- With a young person going through transition, it is so important to support them and how they wish to express their gender identity.
- It is crucial that schools and colleges provide maximum confidentiality in supporting trans pupils. Trans pupils may choose to apply for a gender recognition certificate once they reach the age of 18; it would be a criminal offence for someone who has been told that someone is Trans in the course of their professional role to disclose this information without the consent of the student. In all other cases, the wishes of the pupil in respect of disclosure should be respected.
- Schools and colleges should ensure they discuss with pupils, and where necessary with their parents or carers, when it will be necessary to disclose trans children's legal names, for example when registering for exams and for medical record purposes.
- Correct pronouns and new names must always be used out of respect, support and safety. If incorrect pronouns or an old name are used, it can sometimes lead to outing that person as trans within a school or college, which can then lead to bullying and discrimination. Even when discussing the pupil between staff, the student's correct and current name (the one they wish to be addressed by) must be used at all times and their gender identity issues should not come into conversation unless it is relevant. If a conversation needs to take place where the pupil's gender identity does need to be discussed, then it should be done so in a location that is private and confidential. It only takes one overheard conversation to start a chain of events that can have a detrimental effect on a young person's transition and early life.

Appendix 5: Guidance on educating about gender at Wanstead High School

Key terms:

Sex assigned at birth: the sex either male or female that you are assigned at birth and that is on your birth certificate.

Gender: The UK government defines gender as: a social construction relating to behaviours and attributes based on labels of masculinity and femininity; gender identity is a personal, internal perception of oneself and so the gender category someone identifies with may not match the sex they were assigned at birth. An individual may see themselves as a man, a woman, as having no gender, or as having a non-binary gender – where people identify as somewhere on a spectrum between man and woman.

Intersex: a person born with both male and female characteristics. These include genitalia, hormones, chromosomes or reproductive organs.

Equalities Act 2010:

Gender reassignment is a protected characteristic in the Equalities Act.

The Equality Act, 2010, prohibits discrimination of anyone with a protected characteristic. The protected characteristic of gender reassignment covers trans people. To be protected from gender reassignment discrimination, you do not need to have undergone any specific treatment or surgery. This is because changing your physiological or other gender attributes can be an entirely personal process rather than a medical one. You can be at any stage or part of a stage in the transition process – from proposing to reassign your gender to undergoing a process to reassign your gender or having completed it. This means that pupils who want to use a new name, wear new clothes or ask for a new pronoun to be used

Other key terms in context:

Respecting a person's gender identity is a very important part of respecting everyone's human rights and their freedom to express themselves. Understanding the various gender identity labels and using them correctly is a good way to show respect for people. If you are unsure of someone's gender identity, then refer to them as they or just use their name instead of he/she, or if you feel comfortable then ask politely: which pronoun do you prefer?

Transgender is the term used for anyone whose gender is different to the sex they were assigned at birth. Someone assigned female at birth but grows up to have a male gender identity is known as a transman and someone assigned male at birth that grew up to have a female gender identity is a transwoman.

The period of time where a transgender person changes their appearance or features of their appearance to reflect their gender identity is known as transitioning. Gender Dysphoria is the feeling of discomfort, stress and anxiety that can be experienced by someone when their sex assigned at birth does not match their gender identity. Non-binary or genderfluid are umbrella terms for a person who does not identify as only male or only female, or who may identify as both. People who feel that their sex assigned at birth matches their gender identity are known as cis-men and cis-women.

FAQ

Can someone be born in the wrong body?

Everyone is free to express who they are. Teenagers go through a huge transition during puberty, they often question who they are. This does not mean they are trans. This is them trying to work out their identity. If a trans person feels that they have been born in the wrong body, this is a feeling they are expressing and that is ok but cannot be applied to every person or trans people in general.

My religion does not believe that you can change your gender

We respect everyone's right to religious belief. The Equalities Act states that every person must be respected for who they are. Showing kindness towards others for who they are ensures we are inclusive and tolerant of others.

If someone is trans does that mean they want surgery?

Gender identity is very personal. Not all people who are trans want to have surgery. This is a step some but not all trans people take. Whether they have surgery or not is up to them, they are still considered transgender.

So, someone can say they want to change gender and they can?

According to the Equalities Act, if someone wishes to identify as a different gender than their sex assigned at birth it must be respected by law. We show respect for people when we respect who they are and how they wish to express themselves. By doing this we show acceptance, tolerance and understanding towards them.

There are too many terms, I cannot keep up

Having language that adapts and changes is a good thing. As we know society changes because people change. Language changes as a result of this. It is good that language changes and evolves because that is what people do. Language should keep up with us, not the other way around. If you are finding it hard to know the different labels for gender and sexual orientation, that is ok, we are all learning. Keeping an open mind is important.