



MILTON ABBAY SCHOOL

STAFF EQUALITY AND DIVERSITY POLICY	
Issue Date:	December 2025
Review Date:	December 2026
Policy Contact:	Steve Lane, Director of Finance and Operations
Approved by	Chris Barnes (for Zoe Livingstone), Designated Safeguarding Lead
External Review By	Peninsula (Leo Kelly) December 2025

Introduction

Milton Abbey School is committed to providing a workplace where all staff are treated fairly, with dignity and respect, and where inequality, discrimination, harassment, and victimisation are not tolerated. We celebrate diversity, promote equality of opportunity and foster an inclusive culture in line with the Equality Act 2010 and Keeping Children Safe in Education (KCSIE). This policy should be read alongside the Positive Working Environment Policy, which sets out behavioural expectations and procedures for harassment and bullying.

Scope

This policy applies to potential, current and former employees. Contractors, agency workers, peripatetic staff and volunteers (including governors) are expected to uphold these principles when working with the school.

All school policies and practices (including without limitation recruitment, training, promotion, career development, discipline, redundancy and dismissal) will conform to the principles of equality and diversity set out in this policy.

We address equal opportunities for pupils as part of our commitment to their spiritual, moral, social and cultural development. Full details are set out in our SMSC policy.

Principles

- Equality and diversity are integral to safeguarding and staff conduct;
- Staff will model respectful behaviour, challenge discriminatory attitudes, and maintain a culture of safety and inclusion;
- Employment decisions (recruitment, promotion, training) will be based on merit and objective criteria;
- The school will make reasonable adjustments for disabled staff and, where appropriate, for other needs connected to protected characteristics;
- Harassment, bullying, and victimisation will not be tolerated and will be addressed under disciplinary procedures;
- Staff must uphold professional boundaries and avoid behaviour that could undermine pupil safety or wellbeing.

Protected Characteristics (Equality Act 2010)

1. Age
2. Disability
3. Gender reassignment
4. Marriage and civil partnership
5. Pregnancy and maternity
6. Race (including colour, nationality, and ethnic or national origins)
7. Religion or belief (including lack of belief)
8. Sex
9. Sexual orientation

In addition to these legal protections, the school seeks actively to avoid other forms of unfair treatment (e.g., based on employment status or spent criminal convictions), recognising that safeguarding obligations may necessitate lawful checks and decisions in line with KCSIE.

Forms of Discrimination

Discrimination may be direct or indirect and may occur intentionally or unintentionally.

Direct discrimination occurs where someone is treated less favourably because of a protected characteristic (e.g., rejecting an applicant of one race on the basis that they would not “fit in”).

Indirect discrimination occurs where a provision, criterion or practice applies to everyone but places a person with a protected characteristic at a particular disadvantage and cannot be objectively justified (e.g., a height requirement that disproportionately excludes women).

Victimisation

Victimisation occurs when someone is treated less favourably because they have made or supported a complaint under the Equality Act 2010 or under this policy.

Responsibilities

Senior Leadership and Governors:

- Ensure compliance with legislation and monitor equality objectives;
- Ensure policies promote an inclusive culture and enable compliance.

Department Managers:

- Apply this policy to their areas of responsibility, for example in recruitment, performance management and daily supervision;
- Address discriminatory behaviour promptly;
- Set appropriate standards and promote the school’s equality objectives.

All Staff:

- Treat colleagues with dignity and respect;
- Do not discriminate against or harass colleagues;
- Report concerns about discrimination to the line managers, the HR Officer or, where safeguarding is involved, to the Designated Safeguarding Lead (DSL).

Social Media and Off-Duty Conduct

Staff must ensure that conduct outside work, including on social media, is consistent with equality and diversity principles and does not undermine colleagues, pupils or the reputation of the school. Procedural guidance (including how to raise concerns) is set out in the Positive Working Environment Policy and the Grievance Procedure.

Reporting and Complaints

Staff who believe they have been discriminated against or harassed should raise the issue through the Grievance Procedure. Where allegations are upheld, disciplinary action may follow, up to and including dismissal for gross misconduct. Serious cases may also warrant safeguarding referrals to relevant authorities in line with KCSIE.

Reasonable Adjustments

Milton Abbey School is committed to making reasonable adjustments to ensure staff are not disadvantaged because of a protected characteristic. Requests should be made to the HR Officer or line manager.

Assess individual needs: Requests will be considered on a case-by-case basis.

- Modifying working hours or patterns (e.g., for religious observance);
- Providing assistive technology or specialist equipment;
- Adjusting duties or reallocating tasks during pregnancy or medical treatment;
- Making physical changes to the workplace environment.

Consultation: The school will engage with the staff member to identify practical solutions.

Review: Adjustments will be reviewed periodically to ensure they remain effective.

Adjustments will be accommodated where reasonable and proportionate. Where an adjustment cannot reasonably be made, reasons will be provided. The school will monitor the physical features of its premises to consider accessibility and, where proportionate, take steps to improve access, balancing these improvements with obligations arising from the nature of the buildings and their listed status.

Harassment, Bullying or Discrimination Involving Pupils

Any concerns involving pupils (as subjects or perpetrators) must be referred to the DSL and managed under KCSIE procedures.

Monitoring and Review

This policy will be reviewed annually by the Senior Leadership Team and Governors to ensure compliance with UK law and best practice. Progress against equality objectives will be monitored.

Related Policies and Guidance

- Positive Working Environment Policy
- Grievance Procedure
- Disciplinary and Dismissal Procedure
- Safeguarding Policy and Child Protection Procedures
- Recruitment and Selection Policy
- IT Acceptable Use and Social Media Policy
- Staff Code of Conduct