



# Equality, Diversity & Inclusion Policy

Date/Version : May 2024. V2

---

# Table of Contents

## [1. Policy Statement](#)

[1.1 Our Commitment](#)

[1.2 Responsibilities of management](#)

[1.3 Responsibilities of staff, including consultants.](#)

[1.4 Third parties](#)

[1.5 Related policies and arrangements](#)

[1.6 Rights of disabled people](#)

[1.7 Grievances and Discipline](#)

[1.8 Review](#)

# 1. Policy Statement

- Grow Education Partners recognises that discrimination and victimisation is unacceptable and that it is in the interests of Grow and its employees to utilise the skills of the total workforce. It is the aim of Grow to ensure that no employee, consultant, or job applicant receives less favourable facilities or treatment (either directly or indirectly) in recruitment or employment on grounds of age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex, or sexual orientation (the protected characteristics).
- We oppose all forms of unlawful and unfair discrimination or victimisation. To that end the purpose of this policy is to provide equality and fairness for all in our employment.
- Our aim is that our workforce will be truly representative of all sections of society and each employee feels respected and able to give of their best. This policy has been developed to take account of all relevant legislation and applies to all aspects of employment.
- All employees and consultants will be treated fairly and with respect. Selection for employment or any other benefit will be on the basis of aptitude and ability.
- All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.
- Grow staff and consultants will not discriminate directly or indirectly, or harass clients because of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation in the provision of Grow services.
- This policy and the associated arrangements shall operate in accordance with statutory requirements. In addition, full account will be taken of any guidance or Codes of Practice issued by the Equality and Human Rights Commission, any Government Departments, and any other statutory bodies.
- Grow continues to work to ensure that there is racial justice across the organisation and that centrally employed staff are equipped to support our schools with this and related issues.

## 1.1 Our Commitment

- To create an environment in which individual differences, and the contributions of all, are recognised and valued.
- Entitlement to a working environment that promotes dignity and respect for all. No form of intimidation, bullying or harassment will be tolerated.
- Training, development and progression opportunities are available to all Grow staff. Grow consultants are able to attend Grow sessions to support them in their role.
- To promote equality in the workplace, which we believe is good management practice and makes sound business sense, we will review all our employment practices and procedures to ensure fairness.
- Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings.
- The policy will be monitored and reviewed annually.

## 1.2 Responsibilities of management

- Responsibility for ensuring the effective implementation and operation of the arrangements will rest with the Grow Managing Director. The Managing Director will ensure that all staff operate within this policy and arrangements, and that all reasonable and practical steps are taken to avoid discrimination. Grow will ensure that:
  - all staff, including consultants, are made aware of the policy and the arrangements, and the reasons for the policy;
  - grievances concerning discrimination are dealt with properly, fairly and as quickly as possible;

- proper records are maintained.
- The Managing Director and HR team will be responsible for monitoring the operation of the policy in respect of employees and job applicants, promotion, length of service, exit interviews including periodic audits.

### 1.3 Responsibilities of staff, including consultants.

- Responsibility for ensuring that there is no unlawful discrimination rests with all staff and the attitudes of staff are crucial to the successful operation of fair employment practices. All members of staff and consultants should:
  - comply with the policy and arrangements;
  - not discriminate in their day-to-day activities or induce others to do so;
  - not victimise, harass or intimidate other staff or groups who have, or are perceived to have one of the protected characteristics.
  - ensure no individual is discriminated against or harassed because of their association with another individual who has a protected characteristic.
  - inform the Managing Director if they become aware of any discriminatory practice.

### 1.4 Third parties

Third-party harassment occurs where a Grow employee is harassed, and the harassment is related to a protected characteristic, by third parties such as clients or customers. Grow will not tolerate such actions against its staff, and the employee or consultant concerned should inform a member of the Grow Managing Director at once if this has occurred. Grow will fully investigate and take all appropriate steps to ensure such harassment does not happen again.

### 1.5 Related policies and arrangements

All employment policies and arrangements have a bearing on equality. Grow policies will be reviewed regularly and any discriminatory elements removed.

### 1.6 Rights of disabled people

- Grow attaches particular importance to the needs of disabled people. Under the terms of this policy, managers are required to:
  - make reasonable adjustment to maintain the services of an employee who becomes disabled, for example, training, provision of special equipment, reduced working hours. (NB: managers are expected to seek advice on the availability of advice and guidance from external agencies to maintain disabled people in employment);
  - include disabled people in training/development programmes;
  - give full and proper consideration to disabled people who apply for jobs, having regard to making reasonable adjustments for their aptitudes and abilities to allow them to be able to do the job.
- Grow deems it appropriate to state its intention not to discriminate and assumes that this will be translated into practice consistently across the organisation as a whole. Accordingly, a monitoring system will be introduced to measure the effectiveness of the policy and arrangements.
- The system will involve the routine collection and analysis of information on employees by gender, marital status, ethnic origin, sexual orientation, religion / beliefs, grade and length of service in current grade. Information regarding the number of staff who declare themselves as disabled will also be maintained.

- There will also be regular assessments to measure the extent to which recruitment to first appointment, internal promotion and access to training/development opportunities affect equal opportunities for all groups.
- We will maintain information on staff who have been involved in certain key policies: Disciplinary, Grievance and Bullying & Harassment.
- Where appropriate equality impact assessments will be carried out on the results of monitoring to ascertain the effect of Grow policies and our services / products may have on those who experience them.
- The information collected for monitoring purposes will be treated as confidential and it will not be used for any other purpose.
- If monitoring shows that Grow, or areas within it, are not representative, or that sections of our workforce are not progressing properly within Grow, then an action plan will be developed to address these issues. This will include a review of recruitment and selection procedures, Grow policies and practices as well as consideration of taking legal Positive Action.

## 1.7 Grievances and Discipline

Grow Education is the traded company of the LDBS (London Diocesan Board for Schools) and uses the LDBS grievance and discipline policy procedures. LDBS Grow staff can access these via Breathe HR.

If a Grow consultant has any grievance or complaint, they should contact the Managing Director, Helen Ridding. If the complaint or grievance is about the Managing Director, they should contact Terri Patterson, Head of HR for Grow.

## 1.8 Review

The effectiveness of this policy and associated arrangements will be reviewed annually and changes made where monitoring informs this.