Zac’s Club Limited

Equality and Diversity Policy

Aim:

At Zac’s Club we want to create a safe, secure, and free from discrimination environment where everyone is valued and respected. We want all our children, staff, parents, students and volunteers to feel valued regardless of their gender, race, disability or beliefs.

**Objectives and Procedures: Who will be responsible**

* Due to Covid we operate collection and drop-off of children at the door and will continue to do this indefinitely. The staff team sign to acknowledge they have read and understand all policies and procedures in place, and these policies are reviewed as part of the staff training process at staff meetings, and at the time of induction for all new staff and for students and volunteers.
* Anybody who has any connection with Zac’s Club Limited, staff, parents and children are responsible for promoting and implementing equality and diversity.
* We welcome everybody into our group regardless of race, disability, gender or beliefs/culture, or sexual orientation and everyone is treated equally. We follow the five British values.
* We will provide for all children’s individual needs.

**Resources**

* We will offer a range of resources and experiences that will reflect the wider society and promote positive images.
* The Staff are supported by Management whose role is to support staff in planning for the individual learning styles of the children and providing an age-appropriate curriculum for the children. The resources are accessible to all children allowing them to self-select. The resources depict the multi-cultural society we live in and are threaded throughout the resources and areas of learning within the environments both indoors and outdoors.
* The resources we offer are intended to support the children’s understanding of race, culture, disability, and gender.

**Working with parents**

* Parents are made aware of the settings ethos on equal opportunities via the company website, the registration documents, our policies and procedures, and through ongoing discussions. Parents are asked to work alongside us and support us in setting a good example. We need to promote equal opportunities in everything that we do.
* If discrimination is witnessed within the setting through a child or parent’s behaviour, it will be taken extremely seriously, and the parent will be spoken to regarding their conduct, or that of their child. We are an equal opportunity, and non-discriminatory company and ask everyone on our premises to adhere to this policy. Discrimination is also an offence and will not be tolerated. It may also be reported as a criminal matter if necessary.

**Staff Conduct**

* If an incident of discrimination is witnessed by a member of the team of another colleague, then this is taken seriously and through investigation as detailed in the staff handbook and our Whistle Blowing Policy.
* Action plans may need to be implemented and training provided for individuals or the entire staff team.
* Staff must also be aware of the criminal nature of such behaviour, That it will not be tolerated, and for the need for it to be reported as a criminal matter if necessary.

**Links with Community Support Agencies**

We may invite other agencies into the setting to further support our children’s learning and development. Some of the agencies already invited into the setting are as follows:

* Police
* Fire Service
* Ambulance service
* Pets at Home
* Hearing Dogs for the Deaf

We take our children out of the setting on local trips where possible, we have the use of a company vehicle for this purpose where group numbers allow, to enable us to take the children out. Parents are asked to sign a consent form to allow us to take the children out in the mini bus.

Where children have been identified with English as an additional language, (EAL) or with additional special needs we will work with parents, the key person and the settings designated Special Educational Needs Co-Ordinator (SENCo) if appropriate, to arrange meetings to discuss each child’s development and specific needs. We will liaise with fellow health professionals and other settings as appropriate to support each child and to ensure they are making progress against the EYFS.

**Beliefs and Faiths**

* When children join us from different faiths, we work with parents to ensure we are fully informed of the belief and respect and respond to this, this may be in the food we offer, the routines we need to undertake or to enable us to celebrate festivals.
* An understanding of different beliefs, faiths and cultures is promoted in our practice, by discussing news items with the children during breakfast sessions, and a range of events throughout the year celebrating various festivals and traditions. The all about me document completed with children on entry also allows us to discuss any part of their beliefs, culture or faith that children wish to share with us.
* We will access the internet, consult with colleagues from North Yorkshire, the Children’s Centres locally, and Minority Achievement Services to obtain further information including accessing any training being offered online via our membership of the Out Of School Alliance (OOSA) where a need for further information is required.
* We will also use staff meetings as a time to provide in house training for the team. Where parents do not speak English, or is unable to read or write, we will ensure that the manager or Director supports the parent in the completion of all documentation or if necessary, seek advice from the Families Information Service (01609 6011630) or the local Children’s Centre or through our North Yorkshire support officer to assist with translation.

All staff at Zac’s Club will promote a positive image of the wider society. Ways in which we will provide this are:

* Through small world and other resources
* Discussions with children regarding what they have learned at school, and extended learning.
* Music
* Food from around the world
* Use of the iPad to watch news in the morning and understand world events

We comply with current legislation on equality and diversity, and through our training and staff meetings ensure that we are aware of any changes and additional requirements. We wish to provide a happy, exciting, stimulating, and safe environment for us and the children we work with to learn and develop in and a workplace which is supportive for staff and a setting which responds to the needs of all our families.

Reference to other policies:

British Values policy

Special Educational Needs Policy

Safeguarding Policy

Whistle Blowing policy

Staff Handbook