



## Equality and Diversity Policy

### 1. Rationale

The Mingham Modern Chinese Language School (MMCLS) recognizes that many people in our society experience discrimination or lack of opportunity for reasons which are not fair. These include: race, religion, creed, color, national and ethnic origin, political beliefs, gender, sexual orientation, age, disability (including mental illness), HIV status, marital status, responsibility for dependents, appearance, geographical area, social class, income level or criminal record.

We are committed to overcoming sexist, racist and classist attitudes with an approach which seeks to raise consciousness and develop positive attitudes.

### 2. Aim

MMCLS aims to create a culture that respects and values each other's differences and sees these differences as an asset to our organization as they improve our ability to meet the needs of the people we serve.

We constantly strive to remove any forms of indirect discrimination that may form barriers to learning.

We ensure that all recruitment, employment, promotion and training systems are fair to all, and provide opportunities for everyone to achieve.

### 3. Scope and purpose with the organisation

3.1 This Policy applies to:

- All staff and volunteers;
- All of Trustee members;
- All of students

3.2 The purpose of the Policy is to ensure the following.

1. Equality of opportunity is embedded in all policies, practices, decision-making and evaluation processes.
2. We create a visibly diverse environment which values difference and raises aspiration



3. Staff is all clear about standards and strategies to meet diverse learner needs and are equipped to respond effectively
4. There are effective and accessible procedures for challenging discrimination, harassment and unacceptable behaviour
5. There is rigorous and transparent monitoring of staff performance and experience to identify and act on equality issues
6. There are comprehensive feedback systems to capture staff views and perceptions of our approach to equality and diversity and systems.

#### 4. Discrimination

##### 4.1 Protected characteristics

It is against the law to discriminate against anyone because of:

- Age;
- Disability;
- Race including colour, nationality, ethnic or national origin;
- Religion, belief or lack of religion/belief;
- Sex;

These are called “protected characteristics” and you are protected from discrimination on these grounds at school.

You are legally protected from discrimination by the Equality Act 2010. You’re also protected from discrimination if: You’re associated with someone who has a protected characteristic, e.g. a family member or friend

##### 4.2 Forms of discrimination

**MMCLS believes that discrimination can take one or more of the forms set out below.**

(i) **Direct discrimination** is treating one person less favorably than another in the same or similar circumstances or segregating them from others solely because they fall into one of the categories above.

(ii) **Indirect discrimination** occurs where there is a requirement or condition which applies equally to everyone but which, in practice, has an adverse impact on a particular group and cannot be justified, for example an unnecessary





physical or age requirement or language test.

(iii) **Abuse and/or harassment** – Discrimination also covers actions which amount to abuse and/or harassment of people or groups of people because for example they are a member of a national, social, racial or ethnic minority group, or have a disability or illness.

(iv) **Victimization** occurs when a person is treated less favorably or is discriminated against because she/he has pursued or intends to pursue their rights in respect of alleged discrimination.

(v) **Hate incident** is any incident which is perceived to be motivated by prejudice or hate the victim or any other person. If the victim doesn't want to complain, another person may do so.

Discrimination in any of the forms stated above is unacceptable, regardless of whether there was any intention to discriminate or not.

## 5. Recruitment and managing of staff and volunteers

MMCLS believes that no person or group should be treated less favorably in employment. Staff and volunteers should reflect the diversity of the clients we serve.

Positive action will be taken to ensure that greater representation from under-represented groups is encouraged. In particular, the School will provide the following statement within all staff and training recruitment advertising: "The School is committed to equal opportunities and welcomes applications from all sections of the community."

There is an expectation that all our employees and volunteers will abide by the policy and help create the equality environment which is its objective.

## 6. The responsibilities of the class teacher and support staff

The class teachers ensure that all pupils are treated fairly, equally and with respect. We do not discriminate against any child.

When selecting classroom material, teachers' pay due regard to the sensitivities of all members of the class and do not provide material that is racist or sexist in nature.





Teachers strive to provide material that gives positive images of ethnic minorities and that challenges stereotypical images of minority groups.

When designing schemes of work, we use this policy to guide us, both in our choice of topics to study, and in how to approach sensitive issues.

All our teachers challenge any incidents of prejudice or racism. We record any serious incidents in the school log book, and draw them to the attention of the Headteacher.

Teachers support the work of support staff and encourage them to intervene in a positive way against any occurrence of discrimination.

## 7. Monitoring

To review and gauge the effectiveness of this Policy, and the broader practice of a sound equality and diversity approach. MMCLS adopts techniques including:

- Monitoring the progress of pupils of minority groups and comparing it to the progress made by other pupils in the school via a report from the Headteacher
- Monitoring the staff appointment process, so that no-one applying for a post at this school is discriminated against
- Taking into serious consideration any complaints regarding equal opportunity issues from parents/carers, staff or pupils
- Monitoring the schools behavior and exclusions policy, so that those from minority groups are not unfairly treated.

## 8. Complaints

Employees who believe that they have suffered any form of discrimination, harassment or victimization are entitled to raise the matter through the agreed grievance or complaints procedures. All complaints of discrimination will be dealt with seriously, promptly and confidentially.

In addition to our internal procedures, employees have the right to pursue complaints of discrimination to an industrial tribunal or the Fair Employment Tribunal under the following anti-discrimination legislation:



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**明翰现代中文学校**

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Sex Discrimination (Northern Ireland) Order 1976, as amended  
 Disability Discrimination Act 1995, as amended  
 Race Relations (Northern Ireland) Order 1997, as amended  
 Employment Equality (Sexual Orientation) Regulations (Northern Ireland) 2003  
 Fair Employment and Treatment (Northern Ireland) Order 1998, as amended  
 Employment Equality (Age) Regulations (Northern Ireland) 2006  
 Equal Pay Act (Northern Ireland) 1970, as amended.

However, employees wishing to make a complaint to a tribunal will normally be required to raise their complaint under our internal grievance procedures.

Reviewed : May 2018

Next due for review: September 2019

**This document is proved on meeting below & signed:**

Name	Position	Signature	Date
Xin Zhou	Quality Assurance		08/07/2018
Hui Gong	Public Relations & Policy		8/7/2018
Xiaodi Liang	Parents committee chairperson and Fundraising		08/07/2018
Shuxia Zhao	Chair		8/7/18
Fangmin Shi	IT		08/07/2018
Yongyi Zhang	Health & Safety		08/07/2018
Jing Wang	Secretary		8/7/2018
Ling Zhang	HR		8/7/2018
Haiyan Zhang	Treasurer		08/07/2018



