



St Francis Church of England Voluntary Aided Primary School

Single Equality Action Plan 2017-2018

Policy drawn up by SMT

ratified by Governors

Date 2016

Version No	Date	Change/Review
V1.0	May 2016	Policy Adopted?
V1.1	April 2017	Ratified
V1.2	May 2018	
V1.3		

St Francis Church of England Primary School

This action plan supports the Equalities and Inclusion Policy

Generic Action Points

Action	By Whom?	When?	Monitoring & Evaluation	Success Criteria
1. Teacher's planning will provide opportunities for all pupils to take part and achieve	All staff	On-going	Headteacher & Curriculum leads	All children will have access to a curriculum in which they can take part, achieve, reach their full potential and enjoy! Plans identify vulnerable groups of children with specific provision clear to meet needs of all pupils.
2. Tracking analysis identifies groups and monitors progress for parity with school averages	Year group leaders and Inclusions leader	Termly	Headteacher	All children make appropriate progress. Evidence of 'closing the gap' in attainment and progress.
3. Monitor attendance data to ensure that trends do not indicate any group is attending less than any other.	Headteacher and office staff	Termly	Headteacher and Governing Body	All children will regularly attend school and be on time
4. Monitor rewards given to ensure that there is equality of opportunity for all children	Headteacher and Inclusion Manager	Termly	Headteacher and Governing Body	All children will have equal opportunity to attain rewards for behaviour and performance
5. Monitor sanctions given to ensure that there is equality	Headteacher and Inclusion Manager	Termly	Headteacher and Governing Body	Staff use sanctions appropriately as outlined in our

of opportunity for all children				Behaviour policy and no group is adversely targeted
6. Monitor staff recruitment and retention procedures to ensure equality of opportunity for all	Governing Body	Annually	Governing Body	All applicants have an equal opportunity regarding employment into the school
7. Monitor promotion procedures to ensure equality of opportunity for all	Governing Body	Annually	Governing Body - Pay Committee	All applicants have an equal opportunity regarding promotion within the school
8. Monitor staff disciplinary, grievance and competency procedures to ensure an equal process for all	Governing Body	Annually	Governing Body	All staff receive an equal process regarding sanctions within the school
Disability Action Points				
Action	By Whom?	When?	Monitoring & Evaluation	Success Criteria
1. Ensure that we ask for all staff/child/parent/carer access needs when joining school and how they would like to receive information	All staff when receiving new children. Office staff/teachers during home visit	When joining school as a pupil/parent/carer or member of staff.	Headteacher All Staff All Governors	Access needs of all attending, working and visiting will be met. Supporting Pupils with Medical Needs Policy adhered to.
2. Consider all adult needs individually e.g. poor eyesight, poor literacy skills and respond appropriately.	Headteacher and SEND Coordinators Teachers	On-going	GB	Parents with individual needs are sensitively assisted and met
3. Continue liaison with feeder schools/pre-schools	All plus SEND Coordinators	Liaison meetings ongoing IPA meeting for children at point of transition	SMT and SEND Coordinator. Y6 staff and other staff where appropriate	Staff have knowledge about every child's individual needs before start date. Appropriate, differentiated provision offered where appropriate.

4. List of children who have special dietary needs.	School meals staff/office staff	Termly In place	Headteacher and Governor with responsibility for SEND	Children with special dietary needs enjoy eating school food
5. List of children who have special medical or toileting needs.	Appropriate school staff	Termly In place	Headteacher and Governor with responsibility for Special Needs	Children with medical or toileting needs have provision in place so that they have equal access to curriculum Supporting Pupils with Medical Needs Policy adhered to.
6. Ensure that all school visits are made accessible to all pupils.	Educational visits co-ordinator and SENDCO	All visits are planned - On-going	Headteacher/all staff	All children will be able to access all Educational visits.
7. Provide information about the school site and facilities available	ICT manager. Office staff	On-going on website and in leaflet to all visitors	Headteacher and Governing Body	Visitors can access information via websites or through any communication with school

Gender Action Points

Action	By Whom?	When?	Monitoring & Evaluation	Success Criteria
1. Challenge stereotyping of gender roles in society	All staff	On-going	Pupil conferencing by Governing Body	Children aware that roles in society are not gender specific
2. Adult language to challenge gender stereotypes	All staff	On-going	Headteacher	Formal and informal staff conversations show respect for equal gender opportunities
3. Equal opportunities in the curriculum for boy/girl participation	Teachers and TAs	On-going	Headteacher SMT lesson observations	Boys and girls equally engaged in a range of activities
4. Out of school activities to promote ideal that anyone can participate regardless of gender	Headteacher and Deputy Headteacher	Ongoing	A range of activities which are equally appealing to boys and girls	

Race Action Points

Action	By Whom?	When?	Monitoring & Evaluation	Success Criteria
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1. Ensure that we ask for all child/parent/carer/staff language needs when joining school and how they would like to receive information	All staff when receiving new children. Office staff/teachers during home visit	When joining school as a pupil/parent/carer or staff member.	Headteacher All Staff All Governors Diversity Coordinators	Language needs of all attending, working and visiting will be met.
2. Staff aware of racial incidents forms	All staff	Ongoing	Headteacher completes annual racial incidents return	Racial incidents successfully identified and acted upon
3. Monitor curriculum to ensure resources chosen to celebrate cultural diversity	Year Group leaders	Termly	Headteacher SMT Diversity Coordinators	All subjects have intercultural elements
4. Raise awareness of cultural diversity through visits and visitors as appropriate	Teachers	On-going	Headteacher SMT Diversity Coordinators	Children have a balance of experiences which reflect the diversity of our society
Other Equality Issues				
Action	By Whom?	When?	Monitoring & Evaluation	Success Criteria
1. Create opportunities for children in the school to share their faiths and beliefs at an appropriate level	All staff and RE Subject Leader	Ongoing	Governing Body RE Coordinator	Children understand that children have different faiths and beliefs and this diversity is celebrated at St Francis
2. Build in opportunities to explore practices and celebration of different faiths and cultures	Teachers and TAs	Ongoing	Governing Body RE Coordinator Collective Worship Coordinator	Children can talk about relevant key festivals and practices of different faiths and cultures
3. Monitor curriculum to ensure resources chosen to celebrate different lifestyles, e.g. traveller	Year Group leaders	On-going	Headteacher SMT Diversity Coordinators	Curriculum and classroom opportunities value children with travelling heritage