



# Equality Information and Objectives

**Approved by: Trust Board**

**Date: 17<sup>th</sup> May 2021**

**Last reviewed on: 23rd May 2022**

**Next review due by: 31<sup>st</sup> May 2025**

## 1. Introduction

1.1 The Public Sector Equality Duty requires employers to have due regard of the need to:

**Eliminate unlawful discrimination, harassment and victimisation** and other conduct prohibited by the Act.

**Advance equality of opportunity** between people who share a protected characteristic and those who do not, including the need to:

- Remove or minimise disadvantages suffered by people due to their protected characteristics;
- Take steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people; and
- Encourage people with certain protected characteristics to participate in public life or in other activities where their participation is disproportionately low.

**Foster good relations** between people who share a protected characteristic and those who do not.

1.2 The general equality duty is designed to ensure employers consider how they can positively contribute to the advancement of equality and good relations. It requires equality to be considered in:

- decision-making;
- the design of policies;
- the delivery of services; and
- to be regularly reviewed.

1.3 The equality information within this report includes data from across the Trust, including:

- Dovers Green School;
- Holmesdale Community Infant School;
- Milton Mount Primary School;
- Reigate School;
- St John's Primary school;
- Wray Common Primary School; and
- The Trust's Central Team.

## 2. Roles and Responsibilities

2.1 Trustees:

Mary McCrea will undertake the role of Equality Champion across the Trust and will:

- periodically meet with local governing bodies to discuss/audit school equality data and support steps to address any anomalies;
- ensure local governing bodies are familiar with equality legislation; and
- review Trust-wide equality and diversity training requirements.

## 2.2 Local Governing Bodies will:

- ensure that the equality information and objectives as set out in this statement are published and communicated throughout the school, including to staff, children and parents, and that they are reviewed annually;
- ensure they are familiar with all relevant legislation and the contents of this document; and
- delegate responsibility to the Headteacher for monitoring the achievement of the objectives on a regular basis.

## 2.3 Headteachers will:

- promote knowledge and understanding of the equality objectives amongst staff and children;
- monitor the success in achieving the objectives set out in this report and report back to governors;
- meet with the designated member of staff with responsibility for equalities action planning at least once a term to discuss progress towards meeting objectives; and
- monitor and implement training requirements.

## 3. Equality Objectives

3.1 To monitor and analyse children's achievement and act on any trends or patterns in the data.

3.2 To develop further structures to support children with behavioural and emotional conditions, including those with SEND, to ensure continued access to learning.

3.3 To ensure the appointment of staff is in accordance with the Equality Act and the Trust's Recruitment and Selection Policy. This includes:

- Requiring all employees involved in recruitment activities to undergo safer recruitment training first, including consideration of equality issues;
- To improve school website information for job applicants to encourage applications from disabled people who are currently underrepresented in the workforce. This includes schools publishing information about building accessibility and a statement of commitment to equal opportunities; and
- To redress the underrepresentation of ethnic minority employees by ensuring all recruitment adverts are published in media that has the widest community coverage.

## Appendix 1 - Information showing the Trust has complied with the General Duty

Duty	Actions Taken
Eliminate conduct that is prohibited by the Act	<ul style="list-style-type: none"> <li>The Trust has recently updated the Equal Opportunities Policy and this now forms part of the induction for new members of staff so that expectations of behaviour are clear from the outset.</li> </ul>
Advance equality of opportunity between people who share a protected characteristic and people who do not share it	<ul style="list-style-type: none"> <li>The Recruitment and Selection Policy has been assessed for its impact on potential applicants with protected characteristics and a revised Trust-wide version has been approved by the Trustees.</li> </ul>
Foster good relations across all characteristics – between people who share a protected characteristic and people who do not share it.	<ul style="list-style-type: none"> <li>The Trust currently has no record of complaints about discrimination and other prohibited conduct made by staff. However individual school business managers will retain a record of any future incidents in order to monitor the frequency and type of complaint raised.</li> <li>Line managers will periodically attend a briefing session covering how to respond to allegations of bullying and harassment, including identifying discriminatory conduct. Posters advertising Employee Assistance Support Services have been placed on noticeboards in schools across the Trust and all staff are regularly reminded of the confidential services available.</li> </ul>

## Appendix 2 - Evidence of Equality Analysis Undertaken

Policy / Practice Considered	Outline how the policy / practice was evaluated	Outcome of analysis
Recruitment and Selection Policy	The central team completed a review into recruitment practices across the Trust. Following this, a Trust-wide Recruitment and Selection Policy was ratified on the 3rd December 2020, following consultation with staff and Trade Unions.	<p>Disabled applicants that meet the minimum criteria detailed in the person specification will be shortlisted for interview.</p> <p>All panel members will have been trained in and/or have relevant experience of recruitment and selection and interviewing. At least one member of the panel will have completed appropriate safer recruitment training, to include consideration of equality issues.</p>
Data collection	The central team reviewed what staffing data was currently routinely collated and analysed what (potentially) useful data was missing.	It was established that, although job applicant data was routinely collected, it was not being regularly collated and analysed. A process has now been put in place to ensure that this information is put into a spreadsheet on a termly basis to be reviewed annually by the Trust Pay Committee.
Equality group	A review of opportunities for equality considerations to be discussed more regularly.	It was established that there was no group of staff or union representatives meeting regularly to discuss equality issues. As a result, as part of the Trust's wider Trade Union Recognition Agreement, a consultative group has been set up to meet termly to discuss staffing-related issues, including equality considerations relating to practices or policies.

### Appendix 3 – Details of Engagement Undertaken

Individual / Group engaged or consulted with	Outline the nature of the engagement	Summarise outcomes from consultation
All staff	Work-life balance and general wellbeing was an integral part of the annual Professional Growth Plan, and included discussions on the staff members views and experiences.	Whilst no specific equality issues were raised, there was some other useful feedback on work-life balance issues generally, and this will feed in to a separate review on the Trust's Special Leave provisions.
Staff survey	Individual schools conduct an anonymous staff survey on an annual basis to record views on a range of topics, including those relating to equality issues.	No significant issues were raised this year.
Staff / Union Consultative Group	Termly Trust meetings to discuss staffing-related matters, including those relating to equality issues.	Workplace representatives are being appointed, and the first meeting is anticipated to take place during the Summer Term.

## Appendix 4 - Publication of Employee Data

The Greensand Multi-Academy Trust employs over 150 staff and is therefore obliged to publish employee data at least annually to demonstrate our compliance with the general public sector equality duties.

To avoid identification of individuals, the Trust does not publish data which relates to fewer than 5 members of staff. Where information is being withheld for this reason, an 'X' will be shown in the relevant data.

### Staff Statistical Breakdown

The information in this section is accurate as of 31st April 2022.

#### Total Number of Employees

	Total Headcount
Number of employees	479

#### Gender Distribution

	Male		Female	
	Number	%	Number	%
Teaching Staff	48	10.02	146	30.48
Non-Teaching Staff	25	5.21	260	54.27

#### Distribution of Annual Salary by Gender (FTE)

	<£15k		£16k-25k		£26k-35k		£36k-45k		£46k-55k		>55K	
	M	F	M	F	M	F	M	F	M	F	M	F
Number	9	64	11	179	11	47	31	98	6	7	5	11
%	1.87	13.36	2.29	37.36	2.29	9.81	6.47	20.45	1.25	1.46	1.04	2.29

## Ethnic Origin Distribution

	White-British		Ethnic Minority Groups		Not Declared (Unknown)	
	Number	%	Number	%	Number	%
Teaching Staff	188	39.24	6	1.25	-	-
Non-Teaching Staff	269	56.15	16	3.34	-	-

## Age Distribution

	Teachers		Support Staff	
	Number	%	Number	%
16-24 years	-	-	16	3.34
25-34 years	51	10.64	22	4.59
35-44 years	70	14.61	72	15.03
45-54 years	45	9.39	104	21.71
55-64 years	23	4.80	62	12.94
65+ years	-	-	9	1.87

## Declared Disabilities

	Declared		Not Declared (Unknown)	
	Number	%	Number	%
Teaching Staff	-	-	190	39.66
Non-Teaching Staff	-	-	282	58.87

## Religion / Sexual Orientation

This data is not currently collected.



## Transsexual Staff

We currently have no formal mechanisms in place for engagement with transsexual staff. We are not aware of any issues on an informal level.

## Recruitment Analysis

Applications and appointments for posts between 1st April 2021 and 31st March 2022:

	Applications Received		Appointments	
	Number	%	Number	%
<b>By Gender</b>				
Male	99	20.88	22	4.64
Female	321	67.72	66	13.92
Data not held	54	11.39	-	-
<b>By Ethnicity</b>				
White-British	323	68.14	-	-
Non White-British (Ethnic Minority Groups)	98	20.67	-	-
Data not held	53	11.18	88	18.56
<b>By Disability</b>				
Declared disability	16	3.37	-	-
Data not held	458	96.62	88	18.56

### Commentary:

The data suggests that the number of people with a declared disability applying for jobs in the Trust is low. The Equality Objective set out in the body of this report reflects the Trust's commitment to redress the underrepresentation of disabled employees in order to become a 'Disability Confident' Employer.