



## Equality, Diversity and Inclusion Policy



International Montessori School of Albania  
*[www.montessori.a](http://www.montessori.a)*<sup>19</sup>

|Reviewed on 08/01/24 by PLT;

## **Introduction**

We believe our diverse population of both students and staff as one of the School's greatest strengths. In order to ensure everyone can thrive and meet their full potential, it is essential that inclusion and equality of opportunity be at the core of all the School's activities.

This policy applies equally to current and prospective members of the School community, including parents. Staff should refer to the Equal Opportunities Policy.

This policy is made available on the School website and can be made available on request.

Within our school community, we are committed to a zero-tolerance policy in relation to less favourable treatment on the grounds of any personal characteristic.

The School is committed to promoting and developing inclusion & equality of opportunity in all its functions and will seek to do this by:

- (a) Communicating its commitment and the importance of equality and diversity to all members of its community
- (b) Ensuring all staff and students are aware of the aims of this policy
- (c) Briefing for staff and students on the Equal Opportunities Policy
- (d) Developing monitoring, evaluation and review mechanisms of school policies and procedures and decision-making
- (e) Demonstrating our zero-tolerance attitude towards discrimination within our community? by taking all allegations seriously

## **Responsibility**

The School Board and Senior Leadership Team have responsibility for ensuring that the School operates within the legal framework for equality and for implementing the policy throughout the School.

Each member of the School community is responsible for being alert to and challenging discrimination; embracing diversity; respecting different faiths and beliefs; and upholding equality of opportunity for all.

## **The Framework**

Discrimination can take the following forms, such as harassment / disability discrimination etc., essentially treating individuals unfairly or detrimentally on the grounds of personal characteristics.

## **Aims and Values**

The aims of this policy and the School's ethos as a whole are to:

- (a) Eliminate unlawful discrimination on the grounds of any of the personal characteristics
- (b) Eliminate all bullying and unlawful discrimination on the basis that an individual has a learning difficulty or special educational need, or because English is an additional language
- (c) Promote equality of opportunity for all members of the School community
- (d) Comply with the School's equality obligations under local and national regulations.
- (e) Provide a secure environment in which all our children can thrive and achieve all of the outcomes of Keeping children safe in Education
- (f) Provide a learning environment where all individuals, through the Equal Opportunities Policy and other School policies such as PSHE, feel valued and feel they have a sense of belonging
- (g) Prepare students for life in a diverse and inclusive society in which everyone can take their place in the local, regional, national and international community
- (h) Include and value the contribution of all families to our understanding of equality and diversity
- (i) Provide and promote positive information about the diversity of our society
- (j) Actively challenge discrimination and ensure that all members of the School community learn from these experiences
- (k) Embed inclusion through all our activities

To achieve these aims we will:

- (a) Involve, where reasonably practicable, all members of the School community in the development, review, evaluation, and impact assessment of all relevant improvement plans, policies and procedures
- (b) Publish and share school policies to the whole School community
- (c) Collect and analyse data (such as admissions data and examination results) to monitor any potential disadvantage amongst the student body
- (d) Help to overcome any potential barriers to learning by providing for students' diverse needs and learning styles including any learning support needs and/or disabilities a student may have
- (e) Ensure the wider school curriculum promotes and celebrates equality and diversity
- (f) Operate a clear zero tolerance policy towards abusive or discriminatory behaviour
- (g) Work in partnership with families and the wider community to establish, promote and disseminate inclusive practice and help tackle discrimination

Under 'Compassion' in our school values, xxxxxxxx states that "we promote care and kindness, supporting our students and employees to flourish"

At the School we aim to promote inclusion and tackle any form of discrimination and actively promote harmonious relations in all areas of school life and with our key partners such as parents and other schools. We seek to remove any barriers to access, participation, progression, attainment and achievement. We take seriously our contribution towards community cohesion.

### **Admissions**

The School treats every application for admission in a fair and equal way in accordance with this policy and the School's Admissions Policy. The School accepts applications from, and admits, students irrespective of any personal characteristic. Parents must inform the School when completing the registration form of any special circumstances affecting their child (such as learning support needs) which may affect the child's ability to fully participate in the education provided by the school so that appropriate support can be considered which allows the school to assess needs. The School will not offer a place to a child if, after reasonable adjustments have been considered, the School cannot adequately cater for and/or meet their needs.

### **Educational Services**

The School affords all students access to educational provision including all benefits, services and facilities irrespective of any personal characteristic subject to the School's obligations and considerations of safety and welfare. The School will not discriminate against a student on the grounds of any personal characteristic by excluding them or subjecting them to any other detriment. The School will seek to educate students in a multicultural, anti-racist environment using the curriculum, assemblies, PSHE programme and external speakers to promote understanding and appreciation of other faiths, races and cultures.

The School recognises that discrimination may occur whether or not it was intentional. Harassment and bullying in all its forms is unacceptable and will be dealt with in accordance with the School's Preventing and Tackling Bullying and Promoting Good Behaviour Policies.

The School will:

- (a) Treat all members of the School community with respect and dignity and seek to provide a positive working and learning environment free from discrimination
- (b) Endeavour to meet the needs of all children and ensure that there is no unlawful discrimination on the grounds of any of the personal characteristics listed above
- (c) Ensure those students with a statement of special educational receive necessary educational and welfare support
- (d) Ensure that students with English as additional language receive additional support, such as extra English tuition, where required

- (e) Monitor the admission and progress of students from different backgrounds
- (f) Challenge inappropriate discriminatory behaviour by students, staff and parents
- (g) Foster a culture which promotes openness and encourages students to come forward if they have experienced discrimination.
- (h) Offer all students access to all areas of the curriculum, including being able to participate in a full range of extra-curricular activities
- (i) Ensure that all staff are aware of their responsibilities, promote equality of opportunity and are given appropriate training and support
- (j) Work with parents and external agencies where appropriate to combat and prevent discrimination in School
- (k) Ensure that it reviews, monitors and evaluates the effectiveness of inclusive practices.

### **Reasonable Adjustments**

The School has an ongoing duty to make reasonable adjustments for students with a disability to ensure they do not suffer a substantial disadvantage in comparison to non-disabled students. The School will inform and consult with parents about what reasonable adjustments, if any, the School are able to make for their disabled child. The School will carefully consider any proposals for auxiliary aids and services in light of a student's disability and, for example, the resources available to the School.

The School may not be required to make alterations but will consider what reasonable and proportionate steps could be taken to alleviate any substantial disadvantage caused to disabled students.

### **Responsibilities**

The School Board (delegated to the Regional Head of Schools)

It is the School Board's responsibility to:

- (a) Ensure that the School complies with its equality obligations
- (b) Ensure that the School's policies & procedures are monitored in light of this policy and the School's wider equality obligations
- (c) Be involved, together with the Principal, in dealing with serious breaches of this policy.

The Principal

It is the Principal's responsibility to:

- (a) Ensure that staff act as role models of inclusive behaviour and practice
- (b) Ensure effective implementation of this policy and its procedures
- (c) Ensure that all staff are sufficiently aware and trained within equality & diversity
- (d) Actively challenge and take appropriate action in any cases of discriminatory practice within the School, be it by staff, students, parents or visitors

- (e) Have procedures in place to deal effectively with any reported incidents of discrimination, victimization or harassment
- (f) Ensure that all visitors and contractors are aware of, and comply with, this policy.

#### All Staff

It is the responsibility of all staff to:

- (a) Positively role model inclusive behaviour
- (b) Actively challenge any forms of discrimination, victimization, harassment or bullying
- (c) Promote an inclusive curriculum, identify and challenge bias and stereotyping within the curriculum and in the School's culture
  
- (d) Commit to broadening their knowledge, confidence and inclusive behaviour by attending relevant training and accessing information from appropriate sources.

#### Concerns and Complaints

The School will seek to provide a supportive environment for those who make claims of discrimination and/or harassment. Any student who believes that they have been discriminated against or have been subject to discriminatory conduct should talk to the Deputy Principal or may use the School's student complaints procedure to seek remedy to such matters.

Any student who is found to harass another student on the grounds of any personal characteristic will be subject to the School's disciplinary measures in accordance with the School's Behaviour Policy.

Any member of staff who is found to harass a colleague or student on the grounds of any personal characteristic will be subject to the School's disciplinary measures in accordance with the Staff Code of Conduct and Staff Disciplinary Policy.

If parents feel this policy has been breached, they should raise their concern or complaint through the School's Complaints Policy which is available on the School website or can be available upon request.

#### Monitoring and Review

This policy is monitored on an ongoing basis to evaluate its effectiveness and ensure appropriate steps can be taken to eliminate unlawful discrimination. This policy is usually reviewed on an annual basis to ensure the aims of the policy are carried out in accordance with the School's equality obligations.

#### Breaches of the Policy

All breaches of the policy will be rigorously followed using the appropriate procedures and reported to the Regional Head of Schools representing the School Board.