



EQUAL OPPORTUNITIES POLICY

Policy Statement

ArtsEd is committed to fostering an inclusive culture which promotes equality, values diversity and maintains a working, learning and social environment in which the rights and dignity of all its staff and students are respected. We recognise that the broad range of experiences that a diverse staff and student body brings strengthens our work and enhances our teaching, and that for ArtsEd to remain world-leading in a performing arts education, we must continue to provide a diverse, inclusive, fair and open environment that allows everyone to grow and flourish.

ArtsEd embraces diversity amongst its staff and students and seeks to achieve equality in the experience, progression and achievement of all students and staff through the implementation of transparent policies, practices and procedures and the provision of effective support. It also seeks to ensure that its public engagement work and services benefit diverse audiences and communities.

We recognise that equality and inclusion should be embedded in all activities and seek to promote awareness of equality and foster good practice. ArtsEd is committed to a programme of action to support its equality policy, and to monitor its effectiveness.

We seek to ensure that no member of our community is unlawfully discriminated against on the basis of age, disability, gender reassignment, marital or civil partnership status, pregnancy and maternity, race (including colour, nationality and ethnic or national origins), religion or belief (including lack of belief), sex, or sexual orientation (hereafter referred to as the 'protected characteristics').

In exercising our policies, practices, procedures, and other functions, ArtsEd will have due regard to its duties under the [Equality Act 2010](#) and to the protected characteristics, as well as other relevant circumstances including parental or caring responsibilities, contract type, and working hours.

ArtsEd will seek to make a positive contribution to the advancement of equality through all its activities.

In particular, ArtsEd will:

- Encourage applications for study and employment from the widest pool of potential candidates, especially where representation is disproportionately low, and take lawful positive action, for example with targeted scholarships and bursaries, to improve diversity where appropriate.
- Take appropriate steps to meet the individual needs of people from protected groups where these are different from the needs of others, and work to eliminate any barriers to their success.
- In respect of students, we will seek to attract and admit students of outstanding potential whatever their background and will work to ensure that teaching and assessment provide an equal opportunity for all students to achieve and demonstrate their full potential. Decisions on the admission of students will be based solely on the individual merits of each person and the application of selection criteria appropriate to the course of study.
- In respect of staff, we will seek to ensure that entry into employment and progression within employment are determined solely by criteria which are related to the duties of a particular post and the qualification; we will

support career development and progression with the aim of ensuring diverse representation and participation at all levels.

ArtsEd understands inclusion to mean institutional and individual efforts and actions to foster an environment and culture in which each person feels and is valued, listened to and respected, able to be themselves and empowered to participate fully in the life of ArtsEd.

ArtsEd expects everyone in our community to treat each other with respect, courtesy and consideration and does not tolerate any form of unlawful discrimination, bullying, harassment, or victimisation.

Application of Policy

This policy applies to all those who come into contact with ArtsEd in the course of the provision of education, this includes:

- All students i.e., everyone who has a contract for study with ArtsEd;
- All members of staff holding a contract of employment;
- Creative and other Freelance staff;
- Trustees;
- Workers employed through agencies;
- Voluntary workers;
- Visitors including external people or agencies using ArtsEd's premises, facilities or services;
- Contractors working at ArtsEd; and
- Applicants for study and employment, including offer holders.

Everyone at ArtsEd is expected to act in accordance with this policy and to always treat each other with respect, and in all forms of communications, including online. All staff and students are required to follow the relevant guidelines on the use of social media.

Whilst the policy is intended to cover behaviour in an educational context and includes all conduct and activity on the school premises, our standards of behaviour apply equally outside of the premises whether educational, social, cultural, or other.

ArtsEd's Commitment:

We will:

- seek to embed equality, diversity and inclusion in all our activities;
- have regard to our obligations under relevant legislation, including the [Equality Act 2010](#) and the [Public Sector Equality Duty 2011](#);
- publicise this policy, and any related codes of practice and guidance;
- promote awareness and understanding of equality, diversity and inclusion among staff and students through the provision of training, guidance and campaigns;
- foster a positive culture for working and studying which permits freedom of thought and expression within a framework of mutual respect and without violating the dignity of others;
- use evidence-based approaches to inform our activities to increase equality, and to measure the impact of changes;
- develop equality objectives, create and monitor action plans, and report on progress toward attaining agreed objectives;
- monitor data on our staff, students, and applicants for study or employment; and
- regularly review this policy and all associated codes of practice and guidance.

Responsibilities of the Senior Leadership Board:

- Identify and publish ArtsEd's strategic objectives for equality, diversity and inclusion in its Strategic Plan, and monitor progress towards achieving agreed objectives;
- Provide leadership on equality, diversity and inclusivity and oversee the development of equality policy frameworks and their application in conjunction with the EDI Committee;
- Monitor key strategic issues.

Responsibilities of the Equality, Diversity and Inclusivity (EDI) Committee:

- Report to the Principal and advise on the development of an EDI strategy in relation to staff and students which embraces all protected groups;
- Seek to ensure that ArtsEd's pursuit of excellence goes hand in hand with freedom from unlawful discrimination and equality of opportunity;
- Together with the Head of HR, to consider existing and emerging equality legislation with a view to identifying relevant issues to be translated into ArtsEd policies;
- Provide information and guidance on equality, diversity and inclusion matters;
- Support senior members of ArtsEd in showing leadership on equality, diversity and inclusion matters;
- Facilitate consultation with specific groups of staff and students with a view to developing an EDI strategy.

Responsibilities of the Senior Exec / Senior Leadership Team:

- Heads of Department and Line Managers are responsible for the day-to-day implementation of this policy and for supporting the delivery of ArtsEd's strategic objectives for equality, diversity and inclusion within their department;
- All staff who line manage are responsible for ensuring that equality is embedded in the work of their team, for promoting an inclusive working and learning environment, and for promoting a culture of dignity and respect where issues can be raised without fear of reprisal;
- Monitor key strategic issues.

Responsibilities of all staff and students:

- To understand and observe this policy;
- To treat others with dignity and respect;
- To undertake all training provided in relation to this policy; and
- To respect ArtsEd's commitment to promote good relations, advance equality of opportunity and eliminate unlawful discrimination and harassment.

Complaints

ArtsEd regards any breach of this policy to be a serious matter to be dealt with through its agreed procedures. Everyone connected with ArtsEd has the right to complain of behaviour that they believe is in breach of this policy even if it is not directed at them.

The procedures for dealing with concerns about breaches of the policy differ according to who is making the complaint and are set out below:

Complainant	Action
Applicants for study	Should follow ArtsEd's admissions complaints procedure
Current students	Complaints about equality and diversity issues related exclusively to ArtsEd matters should use the relevant Student Complaints Procedure .
Applicants for employment	Applicants for employment who have reasonable grounds to believe that they have been unlawfully discriminated against on the basis of their protected characteristic(s) should refer any concerns in writing to hr@artsed.co.uk
Current staff	Complaints should be handled under the staff grievance procedure
Visiting staff, volunteers and contractors	Should discuss their concern with their line manager in the first instance.
Members of the public	Any complaint should be raised with the relevant Head of Department as listed on the ArtsEd website

In implementing this policy the Trustees will work within the relevant legislation and accompanying guidance provided by ACAS (<https://www.acas.org.uk/equal-pay>) and the [Equality and Human Rights Commission](#)

Title of Policy	Equal Opportunities Policy
Maintained By	Head of HR
Owned By	Head of HR
Approving Committee / Ratifying Body	Board of Trustees
Last Reviewed on	March 2022
Review on	March 2025
Current Version	Version 1
Location of master document	https://teams.microsoft.com/l/channel/19%3aw-ekhrkvUAYf-poCislpXAtITMpMervHPnfaS0ONC_Y1%40thread.tacv2/General?groupId=fe70d9e8-8216-4003-922e-b9bfe9e5fb9c&tenantId=02f4a62e-6e9d-4607-974c-7de2591c4698
Web location	