INCLUSIVE LEARNING SUPPORT (ILS)

EQUALITY, DIVERSITY & INCLUSION POLICY

Version: 1.0

Organisation: Inclusive Learning Support (ILS)
Registered Office: Aylesham, Kent
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Approved By: Director
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1. Our Mission

Inclusive Learning Support (ILS) exists to provide reliable, compassionate and high-quality SEND and outreach support for children and young people across Kent and coastal communities.

Our mission is to help every learner feel safe, understood and able to succeed by providing personalised support that responds to their individual educational, emotional and social needs.

ILS is committed to creating an inclusive culture where every child, young person, family, employee and partner is treated with dignity, fairness and respect.

2. Policy Statement

ILS is committed to promoting equality of opportunity, embracing diversity and fostering inclusion throughout every aspect of our work.

We recognise that diversity strengthens our organisation and can improve outcomes for children and young people.

We are committed to:
- Preventing unlawful discrimination
- Promoting equality of opportunity
- Fostering positive and respectful relationships
- Providing inclusive and accessible services
- Valuing diversity

- Treating people fairly and with dignity
- Embedding equality, diversity and inclusion within our service delivery and organisational practices

ILS will comply with relevant legislation and guidance applicable to our work.

3. Purpose of This Policy

The purpose of this policy is to:

- Promote equality of opportunity.
- Eliminate unlawful discrimination, harassment and victimisation.
- Foster an inclusive working and learning environment.
- Ensure services are accessible to those who use them.
- Support our legal and professional responsibilities.
- Promote respectful and inclusive practice.
- Support continuous improvement in equality, diversity and inclusion.

4. Who This Policy Applies To

This policy applies to people involved with ILS, including:

- Directors
- Managers
- Employees
- Tutors
- Teaching Assistants
- Outreach Workers
- Volunteers
- Agency staff
- Contractors
- Job applicants
- Learners and their families
- Visitors and other people accessing ILS services

The principles of this policy apply across ILS activities, including:

- Home visits
- Outreach support
- Online learning
- School-based work
- Community settings
- Other environments in which ILS provides services

5. Legal and Professional Framework

This policy has been developed with reference to relevant legislation and guidance, including:

- Equality Act 2010
- Human Rights Act 1998
- Children Act 1989
- Children Act 2004
- Special Educational Needs and Disability (SEND) Code of Practice
- Keeping Children Safe in Education (KCSIE)
- Working Together to Safeguard Children
- Data Protection Act 2018
- UK GDPR
- Public Sector Equality Duty, where relevant to commissioned services

ILS will keep this policy under review to ensure that it remains appropriate to our services and legal responsibilities.

6. Protected Characteristics

ILS will not unlawfully discriminate against anyone on the basis of the protected characteristics recognised under the Equality Act 2010:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

ILS also recognises and respects differences in areas including:

- Culture
- Language

- Socioeconomic background
- Caring responsibilities
- Educational needs
- Individual circumstances

7. Our Equality, Diversity & Inclusion Commitments

ILS will:
- Provide services that are fair and accessible.
- Treat children, young people, families and colleagues with dignity and respect.
- Recruit and select staff fairly.
- Value diversity within our workforce.
- Challenge discriminatory behaviour.
- Promote inclusive participation.
- Make reasonable adjustments where required.
- Consider individual needs when delivering services.
- Apply policies and procedures consistently.
- Regularly review our equality and inclusion practices.

8. Inclusive Service Delivery

ILS recognises that every learner is an individual.

We will seek to provide personalised support based on individual needs and circumstances.

Our approach includes:
- Respecting children's and young people's identities, cultures and beliefs.
- Recognising individual strengths, needs and preferences.
- Providing reasonable adjustments for learners with disabilities or SEND.
- Using accessible communication where appropriate.
- Working collaboratively with families and professionals.
- Creating welcoming and inclusive learning environments.
- Encouraging children and young people to participate in decisions affecting their support where appropriate.

9. Accessibility and Reasonable Adjustments

ILS recognises the importance of removing unnecessary barriers to participation.

Where required and appropriate, reasonable adjustments may include:
- Accessible learning materials
- Adapted communication methods

- Assistive technology
- Adjustments to the learning or working environment
- Flexible arrangements where appropriate
- Alternative ways of accessing information or services

We encourage learners, families, staff and applicants to tell us about any reasonable adjustments they may require.

10. Recruitment and Employment

ILS is committed to fair and transparent recruitment and employment practices.

We will seek to:

- Advertise vacancies openly where appropriate.
- Select candidates based on relevant skills, experience and suitability.
- Apply safer recruitment procedures.
- Make reasonable adjustments during recruitment where required.
- Provide appropriate access to training and development.
- Promote a workplace free from unlawful discrimination and harassment.
- Treat employees and applicants fairly and with dignity.

11. Dignity, Respect and Inclusion

Everyone involved with ILS has the right to be treated with dignity and respect.

ILS does not tolerate unlawful discrimination, harassment or victimisation.

We seek to maintain environments free from:

- Bullying
- Harassment
- Victimisation
- Intimidation
- Abuse
- Discrimination

Concerns about inappropriate behaviour will be taken seriously and addressed through the appropriate ILS procedures.

12. Responsibilities

Everyone working with or representing ILS has a responsibility to support equality, diversity and inclusion.

Directors and Managers

ILS leadership will seek to:
- Promote an inclusive culture.
- Monitor implementation of this policy.
- Ensure appropriate resources are available.
- Lead by example.
- Address inappropriate behaviour.
- Support staff.
- Consider reasonable adjustments.

Staff, Tutors, Teaching Assistants, Outreach Workers and Contractors

Those working for or on behalf of ILS are expected to:

- Treat others with dignity and respect.
- Follow ILS policies and procedures.
- Promote inclusive practice.
- Challenge or report discriminatory behaviour appropriately.
- Raise concerns promptly.
- Respect individual differences and needs.

13. Training and Awareness

ILS will provide training appropriate to staff roles and responsibilities.

Training may include:

- Equality, Diversity and Inclusion awareness
- Unconscious bias
- Inclusive communication
- Cultural awareness
- SEND awareness
- Safeguarding
- Professional conduct

Refresher training will be provided periodically where appropriate.

14. Raising Concerns

Anyone who believes they have experienced discrimination, harassment or victimisation in connection with ILS may raise a concern.

Concerns can be raised through the appropriate ILS complaints, grievance or management procedures.

ILS will seek to ensure that concerns are:

- Taken seriously
- Considered fairly
- Handled appropriately
- Addressed as promptly as reasonably possible
- Treated confidentially where appropriate

Further information about raising a complaint can be found in the ILS Complaints Handling Policy.

15. Monitoring

Where appropriate and lawful, ILS will monitor equality and inclusion through areas such as:

- Recruitment and selection
- Staff training
- Complaints
- Feedback from learners and families
- Accessibility
- Workforce development
- Policy compliance

Information will be handled in accordance with applicable data protection requirements, including the UK GDPR and Data Protection Act 2018.

16. Continuous Improvement

ILS is committed to continually improving equality, diversity and inclusion across our services.

We will seek to achieve this through:

- Regular policy reviews
- Consultation with staff and service users where appropriate
- Learning from complaints and feedback

- Monitoring outcomes
- Reviewing accessibility
- Keeping up to date with relevant legislation and guidance
- Identifying opportunities to improve our practice

17. Breaches of This Policy

Failure to comply with this policy may result in appropriate action.

Depending on the circumstances, this may include:

- Informal management action
- Formal disciplinary procedures
- Termination of contracts where appropriate
- Referral to relevant authorities where required

Any action taken will be proportionate to the circumstances and consistent with applicable ILS procedures.

Contact Us

If you have a question about equality, diversity, accessibility or inclusion at ILS, please contact us.

Inclusive Learning Support (ILS)

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APPROVAL

Approved by: Neo Matsoso-Ndlovu

Position: Director

Signature: NMN

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Next Review Date: September 2027