

## Equal Opportunities and Diversity Policy

Carisbrooke Clever Cloggs Day Care works in accordance with all relevant legislation, including

Disabled Discrimination Acts 1995, 2006  
Sex Discrimination Act 1986  
Gender Reassignment 1999  
SEN Code of Practice  
Equality Act (2010)  
Remove barriers to achievement (2004)  
Civil Partnership Act 2004  
Employment equality (sexual orientation) 2003

UN Convention on the rights of the child (1991)  
Children Act 1989  
Gender Recognition Act (2004)  
Racial Discrimination Act (1976)  
Every child matters  
The EYFS  
Age Discrimination Act 2007

We believe that the group activities should be open to all children and families and to adults committed to their welfare. We aim to ensure that all who wish to work in, or volunteer to help with our pre-school have an equal chance to do so and meet the statutory guidelines towards providing a secure childcare setting.

### Admissions

The pre-school is open to every family in the Island community as a whole. A waiting list is operated by date of registration, taking into consideration parent's wishes as to a start date and age of the child. The management reserve the right to take special circumstances into consideration. If there are no available places a child will be placed on the waiting list until such time as one becomes available. The pre-school aims to work within current Equality legislation so there is no barriers on admission of children and families of its community.

### Employment

The pre-school will appoint the best person for each job and will treat fairly all applicants for jobs and all those appointed. Commitment to implementing the group's Equal Opportunities Policy will form part of the job description for all workers. A staff handbook outlines all procedures and Policies for all staff, volunteers and apprentices.

### Families

The pre-school recognises that many different types of family successfully love and care for their children. The Civil Partnership Act 2004 enables same sex couples to obtain legal recognition of their relationship and the setting recognises this as part of their equal opportunities policy.

### Festivals

Our aim is to show respectful awareness of all the major events in the lives of the children and families in the pre-school and in our society as a whole and to welcome the diversity of backgrounds from which they come. In order to achieve this, we endeavour within activities and routines of everyday planning to acknowledge as many of our families celebrated major festivals as possible.

### Respecting individuality

All children will be respected and their individuality and potential recognised, valued and nurtured. Activities and the use of play equipment offer children opportunities to develop in an environment free from prejudice and discrimination. Appropriate opportunities will be given to children to explore, acknowledge and value similarities and differences between themselves and others.

### Resources

These will be chosen to give children a balanced view of the world and an appreciation of the rich diversity of our multi-racial society. Materials will be selected to help children to develop their self-respect and to respect other people by avoiding stereotypes and derogatory pictures or messages about any group of people. Our most valuable resources are our staff to promote, encourage and challenge within children's play.

### Special Needs

The pre-school recognises the wide range of special needs of children and families in the community and will consider what part it can play in meeting these needs. Planning for pre-school meetings and events shall take into account the needs of people with disabilities. Where the admission of children or a child with additional needs requires staff to be trained in extra support and care for medical or physical needs this will aim to be accomplished before the child ends it's settling in period. In some cases the insurance company of the setting may need additional information before the child can be left in the setting without the parent. This may mean the setting in period will be extended, working alongside parents, carers and addition agencies involved.

### Discriminatory Behaviour or Remarks

These are unacceptable within our pre-school and any remarks heard will be challenged. The response will aim to be sensitive to the feelings of the victim(s) and to help those responsible to understand and overcome their prejudices.

*Where possible all parental conversations discussing such issues will take place away from the children, to stop the child/children feeling left out and over hearing any distressing information that could upset them.*

### Language

Information, written and spoken, can arranged to be produced in as many languages as necessary for our families to feel valued. Where written information is not clear to parents, key workers or management will aim to reproduce the document into native languages or verbally provide the information. Bilingual/multilingual children and adults are an asset to our setting providing a wealth of cultural experiences. Families will be valued and their languages recognised and respected within our pre-school. We will seek training as necessary to ensure each child has the resources necessary and that staff have the knowledge to disseminate throughout the setting.

Policy Number. 9  
Policy Date: Jan 2011  
Reviewed: January 2015

Carisbrooke Clever Cloggs Day Care Ltd  
Wellington Road, NEWPORT IOW PO30 5QT

### Food

Specialised snack time and lunch food may need to be supplied by parents to meet medical, cultural or dietary needs. In order that no child is excluded from cooking or food activities the setting will provide alternative specialised medical, cultural or dietary foods so the educational needs of the child can be met in consultation with the parents to meet their wishes and needs of the child.

### Equal Opportunities Statement

***The management and staff of Clever Cloggs works to oppose any form of discrimination or harassment, whether direct or indirect, consciously or unconsciously - on grounds of ethnic origin, religious belief, sexual orientation, disability, gender or any other irrelevant factor. Insulting, abusive or derogatory language will not be tolerated. Clever Cloggs management expect parents and visitors to abide by the same statement.***

The management will when necessary use legal intervention to keep all users of the setting free from discrimination and harassment.

Verbal and physical abuse towards staff member, adult or child, will not be tolerated and anyone found to be abusing any staff member, adult or child, will be requested to leave the setting. In extreme cases the management will follow all legal guidelines to keep their staff safe.