



# Equal Opportunity Policy

## Introduction

Gainfort Academy is an equal opportunities employer and is committed to the introduction and development of employment policies, procedures and practices which do not discriminate on grounds such as gender, marital status, family status, age, disability, race, religious belief, sexual orientation or membership of the traveling community.

The Academy pledges itself to the development of a positive action program which will seek to redress imbalances within Academy practices and procedures where they exist, and will continue to promote equality of opportunity in all the Academy activities.

This policy sets out the framework within which the Academy will work towards the elimination of unfair discrimination where such exists, redress imbalances, and continue to foster a genuine culture of equality.

## Aims & Objectives of the Policy

The aim of the policy is to promote equality of employment opportunities by ensuring that all employment practices are operated on the basis of the relevant qualifications, merits, abilities and potential of individuals are free from any criteria which cannot be justified by the demands of the post.

Specifically the objectives of the policy are:

1. to ensure that all employees of the Academy are recruited, selected, trained, given access to relevant work experience, promoted and otherwise treated on the basis of their relevant merits and abilities;
2. to ensure that all job applicants are treated on the basis of their merits and abilities;
3. to ensure that all staff of the Academy are aware of their responsibilities as managers, employees and representatives of the Academy under the provision of the relevant statutes and Academy policy
4. to ensure by monitoring and revising employment practices that these do not directly or indirectly discriminate against or result in the unfair treatment of any member of Academy staff
5. to promote a harmonious working environment based on mutual respect, which is free from sexual and other forms of harassment or bullying within which employees are encouraged to develop their full potential in the interests of the individual and the academy

6. to identify the means by which these objectives can be achieved.

### **Responsibilities of the Academy as an employer**

It is recognized that responsibility for ensuring the provision of equality of opportunity rest primarily with the academy as an employer

The Academy makes the following commitments to ensure the effectiveness of the policy:

1. to consult with staff representatives, where appropriate and practicable, on issues relating to equal opportunities and to endeavor to get involvement and commitment of the academy as a whole
2. to ensure that the policy is made known to all staff
3. to provide information, training and guidance for academy employees, as required, to enable them to understand and discharge their responsibilities in law and within academy policy
4. to examine and regularly review employment procedures and practices to ensure that they continue to reflect and promote the academy's policies on equal opportunities
5. to identify, develop and support measures to help disadvantaged groups and individuals to compete on an equal basis and to provide where appropriate, additional encouragement to obtain employment, education, personal development and promotion, and to make every effort to provide appropriate facilities;
6. to ensure staff or job applicants who feel they have been unfairly treated because of their gender, marital status, family status, age, disability, race, religious belief sexual orientation pr membership of the traveling community can have their complaints investigated by means of accessible, fair and speedy procedures

### **Responsibilities of Employees of the Academy**

It is recognized that individual employees acting on behalf of the academy have responsibilities in law and in regard to the academys policy for assisting in the prevention of unfair discrimination

Individual employees;

1. are required to co-operate with any measures introduced by the academy to promote equal opportunities;
2. must not themselves, either directly or indirectly, discriminate against fellow employees or job applicants or harass or intimidate them in any way;

### **Employment Procedures**

The Academy will pursue employment policies and practices which will promote equality of opportunity and redress imbalances which exist within the Academy. In addition, the academy through personnel/equality committee will ensure that personnel practices, throughout the academy, covering such areas as recruitment and selection, training and development, terms and conditions of employment of full-time and part-time staff, reflect the principles of the policy.

### **Relevant legislation**

The employment Equality Act 1998

