

## Appendix 1.2: FSC Equality Policy

The Equality Act 2010 legally protects people from discrimination in the workplace and in wider society. This policy is the Field Studies Council's commitment to eliminating discrimination and fostering good relations with all learners, associates and staff regardless of:

- age
- disability
- gender reassignment
- marriage and civil partnership status
- pregnancy and maternity
- race – this includes ethnic or national origins,
- colour or nationality
- religion or belief – this includes lack of belief
- sex
- sexual orientation

### 1. Participation in Education

- FSC will ensure that through its teaching pedagogy and resource provision that it is actively engaged in the promotion of good practice, ensuring equality of opportunity to educational and learning occasions.
- When designing and delivery education FSC will take a flexible approach, recognising prior knowledge of learners, their needs and assessment requirements and will promote a positive, inclusive and mutually respectful learning environment.
- FSC teaching staff are expected to know how to identify and challenge prejudice, bullying and stereotyping, as well as support the full range of diverse needs according to a learner's individual circumstances.

### 2. Selection, Recruitment and Development of Staff

- The FSC promotes a working environment in which diversity is recognised, valued and encouraged. The Equal Opportunities and Diversity Policy for employees can be found in sections of the Employee Handbook. The policy covers the expectations of employees in this area and application to prospective employees in recruitment.

### 3. Marketing and Communication

- A variety of communication methods are used by our staff to reflect the range of our visitors' preferences.
- Our publicity will be designed to encourage interest from all sections of society and from all levels of ability. It will be available in a variety of formats.
- We encourage widening participation from under-represented groups. Activities will be undertaken to stimulate interest and generate involvement from sections of society not currently attending FSC courses.
- Our booking procedures are user friendly and avoid unnecessary barriers to access. Complaints are encouraged in writing. They are investigated and acted upon in an appropriate timescale.

### 4. Centres

- FSC will make all 'reasonable adjustments' to ensure that people (employees, customers and contractors) can access and use our Centres. Examples of reasonable adjustments might include, providing some all access bedrooms, meeting dietary needs of residential participants, modifying learning spaces or reserving parking spaces.
- FSC will create an environment in which people feel comfortable and are able to complete their work or learning to the best of their ability.
- FSC will consider access to Centres as part of any major capital developments, ensuring that improved accessibility is made a reasonable priority.

## **5. Digital Services**

- All digital supported services across the FSC will be performant and respectful of limited connectivity, data caps, varying device performance and will be provided using accessible formats where possible.
- Content and services will be designed and tested to be accessible to all audience types and be informed by the Web Content Accessibility Guidelines (WCAG) 2.0
- Advice and guidance will be provided for users who require support to access digital services, where appropriate and within a suitable timeframe.

## **6. Staff Responsibilities**

- The Trustees seek to maintain that their commitment to equality is embedded within the FSC, through ensuring that FSC is fully inclusive in its strategic charity development.
- The Directors' role is to ensure that the FSC's Equality Policy is implemented at all levels of the Charity and that all staff are aware of the Equality Plan and that staff apply these guidelines fairly in all situations.
- All employees are responsible for adhering to the Behaviour Partnership, challenging any incident of prejudice or discrimination and apply these guidelines fairly in all situations.

## **7. Tackling Discrimination**

- All FSC staff are expected to know how to identify and challenge prejudice, as well as acceptable routes to report incidents.
- Members of FSC staff are designated to deal with any incidents of discrimination, including ensuring support for all parties involved in the incident.