



This policy was adopted on **1st December 2020**

Policy Revised **May 2021**

The policy is to be reviewed by Dan Cowtan **May 2022**

This policy applies to Vivo D'Arte Ltd and Vivo D'Arte School of Theatre Arts (Vivo SOTA) in this policy referred to as "Vivo D'Arte", "The Company", "We", "Us" or "Our".

Equality And Diversity Policy

Purpose:

This policy deals with the promotion of equality of opportunity for all at Vivo D'Arte in accordance with the Equality Act 2010.

Scope:

This policy applies to all members and potential members of Vivo D'Arte, including staff, students, applicants for jobs and courses, contractors and work placement providers.

Statement of Policy:

Vivo D'Arte is committed to the promotion of equality of opportunity and places great value on the diversity of its community. The provision of equality of opportunity and respect for the needs and rights of the individual are fundamental to the stated mission and values of Vivo D'Arte.

Vivo D'Arte fulfils its general and specific duties in relation to equality of opportunity and actively demonstrates due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people when carrying out their activities, in all strands as identified in the Equality Act 2010, these being:

- Age
- Disability
- Gender reassignment
- Pregnancy and maternity
- Race – this includes ethnic or national origins, colour or nationality
- Religion or belief – this includes lack of belief
- Sex
- Sexual orientation
- Marital status/civil partnerships



Vivo D'Arte will treat all employees, students and other members at Vivo D'Arte with respect and dignity, and seek to provide a safe and positive working and learning environment, free from discrimination, harassment or victimisation.

Vivo D'Arte recognises that passive support for equality and diversity is not enough. Inequalities created by direct or indirect discrimination, less favourable treatment, stereotyping and other inequalities affect everyone and challenging them must be the responsibility of all.

Vivo D'Arte respects the diverse cultural and religious traditions of all its students and staff and accepts the rights of individuals and groups peaceably to worship and to fulfil their cultural obligations. Accordingly, Vivo D'Arte will neither promote, nor permit to be promoted, any one religious faith or culture. Whilst Vivo D'Arte facilities exist primarily for the delivery of educational activities, arrangements will be made, where practicable, for students and staff to carry out essential religious observance. Dedicated facilities cannot be provided for particular faith groups.

Vivo D'Arte is working towards implementing equality impact assessments/analysis across the organisation. Vivo D'Arte will provide a portfolio of programmes that enables us to meet a wide range of students' needs, goals and aspirations.

Vivo D'Arte will ensure that students engaged on work placements will be placed with employers who comply with the values and ethos of the Vivo D'Arte's Equality and Diversity Policy.

Vivo D'Arte will ensure our procedures for recruiting and selecting staff will be sensitive to, and promote equality and diversity.

Vivo D'Arte will ensure that information about its programmes of study and services is made available to the widest possible audience. Publicity materials will be available in a range of formats and will avoid prejudice and stereotyping.

Vivo D'Arte will ensure the ethos and environment of the students and staff to feel welcome, supported and valued, with access for all to our facilities and services.

Vivo D'Arte will encourage students and staff to recognise, understand and value diversity.

Vivo D'Arte will develop our students' induction and tutorial programmes so as to enable our students to understand our policy, its implications, and how they can contribute to greater equality of opportunity for all.



Vivo D'Arte will provide training for all staff to enable them to understand the policy, participate in its implementation and promote equality and diversity.

The gender, ethnic origin and socio-economic background of all applicants and enrollers will be monitored to inform admissions policies and curriculum development.

Vivo D'Arte originated curriculum materials will be monitored and evaluated on a regular basis to ensure that they do not promote any form of discrimination. (An exception may be permitted with the inclusion of materials used for illustrative purposes within the context of the subject being taught).

Monitoring systems will be introduced as appropriate.

Vivo D'Arte annual Self-Assessment Report procedures and quality systems will require course and support teams to assess and embed equality and diversity issues into their activities and curriculum provision.

Vivo D'Arte will monitor the effectiveness of the Equality and Diversity Policy through the following policies:

- Dignity in the Workplace (staff)
- Grievance Policy (staff)
- Compliments, Comments and Complaints (all)
- Anti-Bullying Policy (students)
- Vulnerable Adults Protection Policy (students)
- Safeguarding Children and Young People Policy (students)
- Prevent Policy (students)

Vivo D'Arte will consider equality and diversity issues in all aspects of Vivo D'Arte life and business and ensure that all policies and procedures are developed to positively support and develop equality and diversity.

Vivo D'Arte will develop links and partnerships with external community organisations to support the development of equality and diversity in our locality.

Responsibilities:

The Principal has overall responsibility for (and delegates to the Directorate team):

- Ensuring that equality and diversity is continuously promoted and comprehensively implemented in all aspects of Vivo D'Arte's operation



- Anti-discrimination legislation and appropriate codes of practice applying to employment will be adhered to by Vivo D'Arte and its staff
- A work place is created where all staff are confident of equitable and fair access to opportunities, development and training and terms and conditions of service
- To explain managerial decisions to employees that directly affect them individually or as a group to avoid misunderstanding and to ensure that there is a clear understanding about the reasons for the decision in terms of equity and fairness
- To ensure that all managers uphold the values and participate in the development of the policy

All employees of Vivo D'Arte are responsible for:

- Having a duty to actively promote equality and diversity in every aspect of their role
- All employees should ensure that they understand and uphold the principles of the Equal Opportunities Policy, and will be committed to the development of this strategic initiative through the agreed action plan
- No employee should discriminate in influencing or making a decision in matters of selection, recruitment, employment, promotion, transfer or training
- Employees should not victimise other employees because they have made complaints or provided information about alleged incidents of discrimination or harassment
- All employees should be aware of their own prejudices and stereotypes and make efforts to contribute constructively to the development of equal opportunities in Vivo D'Arte
- All employees should ensure that, in the course of their work, services are provided to all sections of the community fairly and equitably
- All employees should be prepared to challenge behaviour, which is inappropriate in terms of discrimination

Employees can make a difference in the development of equal opportunities through customer care initiatives, improved communication, fair recruitment and selection practices, discouraging discriminatory behaviour, thinking from someone else's viewpoint

Checklist:

Impact on Students/Staff:

Members of Vivo D'Arte have the right to:

- Effective support for learning in order to success in their personal goals
- To be treated fairly in all aspects of their involvement with Vivo D'Arte
- To be valued for their contribution to the life of Vivo D'Arte in an environment which encourages each and every person to contribute fully on an equal basis



- Is free from discrimination, harassment and bullying
- Is supportive of equality and diversity
- Takes sensitive, supportive and effective action if discrimination, harassment and/or bullying is suspected

Impact on Diversity:

This is an inclusion policy

Impact on Health & Safety:

The policy is seeking to provide a safe and positive working and learning environment free from discrimination, harassment or victimisation

Impact on Data Protection/Freedom of Information:

This policy will be accessible to the public through the website and upon request

Link with Strategic Plan:

Demonstrate an outstanding commitment to inclusion

Policy Review Date: May 2021

Next Review date: May 2022

Reviewed by: Dan Cowtan