

This policy was adopted on	Signed on behalf of BASK	Date for next review
<i>19 August 2021</i>	<i>Andy McEwing</i>	<i>August 2025</i>

BASK Inclusion and Equality Policy

At **BASK** we take great care to treat each individual as a person in their own right, with equal rights and responsibilities to any other individual, whether they are an adult or a child. We are committed to providing equality of opportunity and anti-discriminatory practice for all children and families according to their individual needs. Discrimination on the grounds of gender, age, race, religion or belief, marriage or civil partnership, disability, sexual orientation, gender reassignment, pregnancy or maternity, ethnic or national origin, or political belief has no place within BASK.

A commitment to implementing our inclusion and equality policy will form part of each employee's job description. Should anyone believe that this policy is not being upheld, it is their duty to report the matter to the attention of BASK's Manager at the earliest opportunity. Appropriate steps will then be taken to investigate the matter and if such concerns are well-founded, disciplinary action will be invoked under BASK's disciplinary policy.

The legal framework for this policy is based on:

- Equality Act 2010
- Children (Scotland) Act 2020
- Additional Support for Learning (Scotland) Act 2017
- Community Care and Health (Scotland) Act 2002.
- Getting It Right for Every Child
- United Nations Convention on the Rights of the Child (Incorporation) (Scotland) Bill 2020

BASK and staff are committed to:

- Recruiting, selecting, training and promoting individuals on the basis of occupational skills requirements. In this respect, BASK will ensure that no job applicant or employee will receive less favourable treatment because of age, sex, gender reassignment, disability, marriage or civil partnership, race, religion or belief, sexual orientation, pregnancy or maternity which cannot be justified as being necessary for the safe and effective performance of their work or training
- Providing a childcare place, wherever possible, for children who may require additional support or are disadvantaged according to their individual circumstances.,
- Making reasonable adjustments for children with disabilities and/or protected characteristics Striving to promote equal access to services and projects by taking practical steps (wherever possible and reasonable), such as producing materials in relevant languages and media for all children and their families
- Providing a secure environment in which all our children can flourish and in which all contributions are valued
- Including and valuing the contribution of all families
- Providing positive non-stereotypical information

- Continually improving our knowledge and understanding of issues of equality, inclusion, diversity and children's rights
- Regularly reviewing, monitoring and evaluating the effectiveness of inclusive practices to ensure they promote and value diversity and difference and that the policy is effective and practices are non-discriminatory
- Making inclusion a thread, which runs through the entirety of BASK, for example, by encouraging positive role models through the use of toys, imaginary play and activities, promoting non-stereotypical images and language and challenging all discriminatory behaviour (see dealing with discriminatory behaviour policy).

Admissions/service provision

BASK is accessible to all children and families who use Kilmacolm Primary School or St Columba's Junior School.

BASK will strive to ensure that all services and projects are accessible and relevant to all groups and individuals within targeted age groups.

Recruitment

Recruitment, promotion and other selection exercises such as redundancy selection will be conducted on the basis of merit, against objective criteria that avoid discrimination. Shortlisting and candidate interviews should be done by more than one person.

All members of the recruitment/selection group will be committed to the inclusive practice set out in this policy and will have received appropriate training in this regard.

Application forms for staff vacancies will be sent out along with a copy of the equal opportunities monitoring form. Application forms will not include questions that potentially discriminate on the grounds specified in the statement of intent.

Vacancies should generally be advertised to a diverse section of the labour market. Advertisements should avoid stereotyping or using wording that may discourage particular groups from applying.

At interview, no questions will be posed which potentially discriminate on the grounds specified in the statement of intent. All candidates will be asked the same questions and members of the selection group will not introduce nor use any personal knowledge of candidates acquired outside the selection process. Candidates will be given the opportunity to receive feedback on the reasons why they were not successful.

Staff

It is the policy of **BASK** not to discriminate in the treatment of individuals. All staff are expected to co-operate with the implementation, monitoring and improvement of this and other policies. All staff are expected to challenge language, actions, behaviours and attitudes which are oppressive or discriminatory on the grounds specified in this

policy and recognise and celebrate other cultures and traditions. All staff are expected to participate in equality and inclusion training.

Staff will follow the 'Dealing with Discriminatory Behaviour' policy where applicable to report any discriminatory behaviours observed.

Training

BASK recognises the importance of training as a key factor in the implementation of an effective inclusion and equality policy. All new staff will receive induction training including specific reference to the inclusion and equality policy. BASK will strive towards the provision of inclusion, equality and diversity training for all staff on an **annual** basis.

Information and meetings

Information about BASK, its activities and children's development will be given in a variety of ways to families according to individual needs (written, verbal and where possible translated) to ensure that all parents can access the information they need.