

HUNGERFORD NURSERY SCHOOL

Equality Information and Objectives Policy

To be reviewed: Annually

Policy Agreed: 29.09.2025

To be reviewed: September 2026



Headteacher	Sign: 
	Date: 29.09.2025
Chair of Governors	Sign: 
	Date: 29.09.2025

Date	Description of any changes
September 2025	Updated using 'The Key' model policy. Added information on the recruitment of ex-offenders.

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1. Aims

Our school aims to meet its obligations under the Public Sector Equality Duty (PSED) by having due regard to the need to:

- Eliminate discrimination, harassment, victimisation and other conduct that is prohibited by the Equality Act 2010
- Advance equality of opportunity between people who share a protected characteristic and people who do not share a relevant protected characteristic
- Foster good relations across all characteristics – between people who share a protected characteristic and people who do not share it. The protected characteristics are:
 - Age
 - Disability
 - Gender reassignment
 - Marriage or civil partnership
 - Pregnancy and maternity
 - Race
 - Religion or belief
 - Sex
 - Sexual orientation

Our school aims to promote respect for difference and diversity in accordance with our values:

BRICKS – Building the Foundations for Life

B – Belonging: *We make sure everyone is welcome, included and valued.*

R – Resilience: *We keep trying, even when it is difficult.*

I – Inspiration: *We notice, imagine and dream.*

C – Curiosity: *We look closely, wonder why and discover the world around us.*

K – Kindness: *We help each other, share and show that we care.*

S – Sustainability: *We look after our world.*



2. Legislation and Guidance

This document meets the requirements under the following legislation:

- [The Equality Act 2010](#), which introduced the Public Sector Equality Duty and protects people from discrimination
- [The Equality Act 2010 \(Specific Duties\) Regulations 2011](#), which require schools to publish information to demonstrate how they are complying with the Public Sector Equality Duty and to publish equality objectives

This document is also based on Department for Education (DfE) guidance: [The Equality Act 2010 and schools](#), the [technical guidance for schools from the Equality and Human Rights Commission](#) and [guidance from the Government Equalities Office on meeting the specific duties that support the Public Sector Equality Duty](#).

3. Roles and Responsibilities

The governing board will:

- Ensure that the equality information and objectives as set out in this statement are published and communicated throughout the school, including to staff, pupils and parents/carers
- Ensure that the published equality information is updated at least every year, and that the objectives are reviewed and updated at least every 4 years
- Delegate responsibility for monitoring the achievement of the objectives on a daily basis to the headteacher

4. Eliminating Discrimination

The school is aware of its obligations under the Equality Act 2010 and complies with non-discrimination provisions.

Where relevant, our policies include reference to the importance of avoiding discrimination and other prohibited conduct.

Staff and governors are regularly reminded of their responsibilities under the Equality Act – for example, during meetings. Where this has been discussed during a meeting, it is recorded in the meeting minutes.

New staff receive information on the Equality Act as part of their induction, and all staff receive refresher training annually using 'The Equality Act 2010: Staff Briefing' from The Key.

The Headteacher is responsible for monitoring equality issues. The Headteacher regularly liaises with the Chair of Governors regarding any issues and ensures that staff and governors are aware of these as appropriate.

5. Advancing Equality of Opportunity

As set out in the DfE guidance on the Equality Act, the school aims to advance equality of opportunity by:

- Removing or minimising disadvantages suffered by people that are connected to a particular characteristic they have.
- Taking steps to meet the particular needs of people who have a particular characteristic.
- Encouraging people who have a particular characteristic to participate fully in any activities.

In fulfilling this aspect of the duty, the school will:

- Use observation and assessment to identify the next steps in learning for individual children.

- Monitor summative assessment data by ethnicity, gender and disability to improve our provision for groups of children.
- Take account of the achievement of all children when planning for future learning and setting challenging targets.
- Ensure equality of access for all children and prepare them for life in a diverse society.
- Use materials that reflect the diversity of the nursery, population and local community in terms of race, gender and disability, without stereotyping.
- Use resources which promote attitudes and values that will challenge racist and other discriminatory behaviour or prejudice and promote positive images of all groups.
- Provide opportunities for all children to appreciate their own culture and celebrate the diversity of other cultures.
- Seek to involve all parents and carers in supporting their child's education.
- Acknowledging the richness and diversity of British society and to prepare children for their part in this.

6. Fostering Good Relations

The school aims to foster good relations between those who share a protected characteristic and those who do not share it by:

- Promoting tolerance, friendship and understanding of a range of religions and cultures through different aspects of our curriculum at an age appropriate level.
- Making pupils aware of our behaviour at an age appropriate level.
- Working with our local community as appropriate.

7. Equality Considerations in Decision Making

The school ensures it has due regard to equality considerations whenever significant decisions are made. We consider equality implications before and at the time that we develop policy and make decisions and continue to review these on a continuing basis.

The school always considers the impact of significant decisions on particular groups. For example, when a school trip or activity is being planned, the school considers whether the trip:

- Is accessible to pupils with disabilities
- Has equivalent facilities for boys and girls

We actively consider our equality duties and asked ourselves relevant questions when completing risk assessments in the planning of school trips and activities. Risk Assessments are completed by the member of staff organising the activity and are stored electronically.

8. Equality Objective for 2025-2026

To ensure the curriculum is rich in opportunities for children to learn about others and the world around them. To celebrate our differences and develop pupil understanding of tolerance and respect for others.

9. Monitoring Arrangements

The headteacher will update the equality information annually.

School-specific equality objective(s) will be reviewed by the headteacher annually.

This document will be reviewed by the headteacher annually, to ensure continued compliance with the PSED.

This document will be approved by the governing body.

10. Recruitment of Ex-Offenders

Hungerford Nursery School meets the requirements for exemption from the Rehabilitation of Offenders Act 1974.

This means that, where a role involves regulated activity, applicants are required to disclose **relevant** convictions and cautions (excluding exemptions – see section 2) if **shortlisted** for employment in our nursery school.

Roles involving regulated activity will also be subject to an enhanced Disclosure and Barring Service (DBS) check with barred list check.

Having a criminal record will not necessarily bar you from working at our nursery school. The success of your application will depend on your suitability for the job, the nature of the role, and the circumstances and background of any offences.

We are committed to:

- Our duty to safeguard children under:
 - [Keeping Children Safe in Education](#)
 - [The DBS code of practice](#)
- The fair treatment of all applicants and equality of opportunity

Protections and Exemptions

'Specified offences' will always be disclosed on a DBS certificate, and should always be included in self-declarations – see the [government's list](#) for further details.

It is a criminal offence for any person who is barred from working with children to apply for a position in a school. Hungerford Nursery School will make a report to the DBS and/or the police as appropriate, if it receives an application from a barred person.

'Protected offences' are certain old or minor offences that may not be disclosed on a DBS check. Guidance as to whether a caution or conviction is 'protected' can be found in:

- The Ministry of Justice's [Guidance on the Rehabilitation of Offenders Act 1974 and the Exceptions Order 1975](#)
- The government's tool to [check whether to disclose cautions or convictions](#)

Applicants **should not** list any 'protected' offences on their self-declaration form, and we will not take them into account if we are made aware of them.

Responsibilities

The Headteacher

- Uphold Hungerford Nursery School's commitment to the fair treatment of all job applicants
- Make sure all job application forms contain clear and relevant information about what cautions or convictions applicants are expected to disclose, and what safeguarding checks Hungerford Nursery School will carry out, and at what stage in the application process
- Make sure staff involved in the recruitment process have received appropriate guidance and training about their legal duties in employing ex-offenders, and assessing the relevance and circumstances of offences

Staff Involved in the Recruitment Process

- Treat applicants fairly, including in relation to any history of offending
- Maintain privacy for applicants, making sure that information about applicants' criminal records won't be seen by anyone outside of the recruitment process
- Make sure that all shortlisted applicants complete a self-declaration form before the interview stage, and that all job offers are conditional, subject to appropriate safeguarding checks

- Hold discussions with applicants about their disclosures, where relevant, and make decisions about suitability based on the circumstances and background of offences
- Seek specialist legal/HR advice where relevant

All Job Applicants

- Familiarise themselves with the requirements for self-disclosure, and whether they have any previous convictions or cautions that must be disclosed
- Complete self-declaration forms honestly and completely, disclosing all required spent and unspent convictions and cautions (excluding 'protected' offences)
- Participate in disclosure discussions following either or both of their self-declaration and DBS check

The Process for Disclosing and Assessing Previous Convictions

Self-Declaration

All shortlisted applicants will be asked to complete a self-declaration form before the interview stage. Applicants must complete these forms accurately, and reveal all relevant convictions, as well as any other information that would make them unsuitable to work with children. Failure to reveal any relevant information could lead to the withdrawal of an offer of employment.

All job application forms will include information about this requirement.

Applicants will not be asked for information about previous convictions or cautions before this stage, and any such information that is disclosed before shortlisting stage won't be taken into account in the shortlisting process.

We will store all sensitive personal data securely, only share it with relevant staff members, and destroy it securely when we no longer need it.

DBS Checks

Successful candidates are subject to DBS and other safeguarding checks, as set out in statutory guidance, Keeping Children Safe in Education. Staff should consider whether:

- The checks reveal any new information that might prohibit or otherwise make a candidate unsuitable for the role
- The checks match any information disclosed in an applicant's self-declaration

Further disclosure discussions (see below) may be needed following safeguarding checks. A conditional offer may only be confirmed once staff are happy that any previous convictions don't make applicants unsuitable for the role.

Disclosure Discussions

Where a disclosure or the results of a DBS check reveal that an applicant is barred from the role or ineligible to be employed in that role, their recruitment process will not proceed any further, and they will be informed that they legally cannot be considered for the job.

In all other cases, previous convictions will not necessarily prevent applicants from being employed by Hungerford Nursery School. Staff will determine, with support from HR specialists, whether disclosures warrant a discussion between Hungerford Nursery School and the candidate.

Where relevant, disclosure discussions will happen as part of the interview process and take the applicant's explanation into consideration. For example, we will consider:

- The seriousness of any offence and relevance to the post applied for
- How long ago the offence occurred
- Whether it was a one-off incident or a history of incidents
- The circumstances around the incident

- Whether the applicant accepted responsibility for their actions

Staff will then assess whether applicants' previous convictions or cautions make them unsuitable for the role.

We will not ask applicants about protected convictions and cautions.

11. Links with Other Policies and Documents

This document links to the following policies and documents:

- Accessibility plan
- Risk assessment
- SEND policy
- Data Protection and Privacy Notices
- Safeguarding and Child Protection Policy