

Equality & Diversity action plan for 2021/22

Outcome for Learners: Use data and information systems to monitor, analyse and raise the success rates for all students						
Key actions		How will this be done and or evidence sources	Lead department/person	By when	Achieved /progress to date	Status
1.1	Analyse student retention and achievement rates by equality strands and address any success rates that are below College and national averages and identify any targeted support needs.	<ul style="list-style-type: none"> Performance reports looking at retention and achievement rates Implement specific actions Monitor impact of targeted support Identify areas requiring additional support activity through campus and Directorate SARS- explicit actions required in the QIPs Utilise maps of enrolment to establish causal links between home/ travel and achievement Introduce campus –based award ceremonies to raise profile of success at lower levels and celebrate achievement for wider group of learners 	Group Director of Quality Group Director MIS	Oct 2022 July 2022		
1.2	Analyse student disciplinary action by equality strands and address any adverse impact.	<ul style="list-style-type: none"> Student disciplinary records Timpson report Attendance 	Deputy Principals – campus level Principal with E&D oversight Heads of Centre	Jan 2022 July 2022		
1.3	Analyse take up of student support services and enrichment activities.	<ul style="list-style-type: none"> Enrichment and mentoring SAR Ensure service and activities are accessible to learners Feedback from students via focus groups Personal Development, Behaviour and Welfare 	Report by campus: safeguarding and enrichment leads	Ongoing Sept 2021 9 July 2022		
1.4	Student complaints.	<ul style="list-style-type: none"> Student complaints process 	Group Director: Quality	October 2022 9 July 2022 August 2022.		

Quality of Teaching Learning and Assessment: Embed equality and diversity into the student experience by removing barriers and ensuring all students have access to College resources						
Key actions		How will this be done and or evidence sources	Lead Department /person	By when	Achieved /progress to date	Status
2.1	Identify and continue to ensure learners have access to appropriate support.	<ul style="list-style-type: none"> • Learner Support Service's records • Review impact of support offered • Ensure service accessible to learners • Personal Development, Behaviour and Welfare • Ensure non-compulsory disclosures are encouraged and supported during enrolment and induction to increase awareness of LACs/ non- EHCP covered learning needs as vulnerable groups 	GCD ALS Campus Safeguarding and Enrichment Leads Deputy Principal: Ardleigh Green Campus	First review November 2021 2 April 2022 9 July 2022 June 2022		
2.2	Continue to ensure curriculum and support services deliver activities that support the promotion of E&D and tackle discrimination through tutorial/pastoral support.	<ul style="list-style-type: none"> • Enrichment activities • Learner voice • Tutorial programmes • Student Handbook • Diversity calendar • British values • Personal Development, Behaviour and Welfare • Tutorial/enrichment 	Group Safeguarding Lead (DSL) Campus Safeguarding and Enrichment Leads Deputy Principal: Ardleigh Green Campus	Aug 2021 Ongoing July 2022 June 2022 Sept 2022		

2.3	Continue to ensure E&D is embedded in the classroom by; Better promotion through the use of naturally occurring opportunities in lessons as related to their subject specialism.	<ul style="list-style-type: none"> • Check SOW and lesson plans for evidence of differentiation • Visit classes as part of lesson observation scheme and/or through informal observations • Student survey • Teaching materials used before, during and after lessons • Sharing of good practice through the use of Learning Coaches on CPD days and via Moodle 	Principals Group Director of Quality	Sept 2021 ongoing 9 July 2022		
2.4	Ensure remote working does not adversely affect students.	<ul style="list-style-type: none"> • Check all students can access the VLE, TEAMS remotely • All students are appropriately supported including SEND learners • Review outcome of blended learning 	Principals Group Director of Quality/Curriculum Group Head Systems and innovation	Sept 2021 ongoing 9 July 2022		
Leadership and Management: Actively promote equality & diversity and receive feedback from staff, learners, employers and other partners of the College						
Key actions		How will this be done and or evidence sources	Lead department/person	By when	Achieved /progress to date	Status
3.1	Continue to ensure all staff, students and key stakeholders understand their obligations under the Equality and Diversity Action Plan (SES).	<ul style="list-style-type: none"> • All staff, students and key stakeholders receive E&D training • E&D is an integral part of staff and student induction programmes and is monitored by EDSG. • Access to work 	Group Executive Director of HR Group Director of Quality	Sept 2021 ongoing May 2022 9 July 2022		
3.2	Continue to ensure marketing activities and the promotion of the College positively reflect the College's ethos and commitment to E&D.	<ul style="list-style-type: none"> • Marketing materials • Learner success stories • Prospectus • College website • Recruitment adverts • Workforce data 	Group Head of Marketing Group Executive Director of HR	Aug 2021 ongoing 9 July 2022		
3.3	Continue to ensure students are Safe and free from discrimination, harassment and bullying while accessing college services.	<ul style="list-style-type: none"> • Tutorial Programme • Monitor student complaints' procedure • Work with external agencies and partners on employer agreement (requires employers to have an Equality Policy in place or abide by the College's policy) • Student surveys • HR policies and processes • Personal Development, Behaviour and Welfare 	Deputy Principals Principals	Aug 2021 Ongoing Jan 2022 May 2022 9 July 2022		
3.4	Continue to ensure E&D is a requisite part of contract tendering processes.	<ul style="list-style-type: none"> • E&D policies required at the due diligence stage for potential partners and suppliers • Check contracts for E&D criteria • Contract monitoring meeting minutes 	Deputy CEO Group Director Estates Group Director of Apprenticeships and Business Development	Aug 2021 ongoing		

3.5	Produce E&D annual report for 2020/21.	<ul style="list-style-type: none"> Action Plan produced and acted upon Annual report produced 	Group Director of HR	April 2022 Oct 2022		
Leadership and Management: Ensure Black Lives Matter strategy actions are implemented						
Key actions		How will this be done and or evidence sources	Lead department/person	By when	Achieved /progress to date	Status
3.6	Establish a Black Lives Matter forum group to discuss issues relating to Black staff, students and other key stakeholders.	<ul style="list-style-type: none"> Working group to feed into the Equality and Diversity steering group Identify experiences of Black staff, students and key stakeholders Ensure organisational representation of Black staff particularly at management and Board levels Identify areas of the curriculum that need to be decolonised Discuss issues pertaining to respect and justice 	Group Principal & CEO Group Executive Director of Human Resources Principals	From Oct 2021 July 2022		
Leadership and Management: Ensure building, facilities and services are accessible to learners, staff and other stakeholders						
Key actions		How will this be done and or evidence sources	Lead department/person	By when	Achieved /progress to date	Status
4.1	Ensure that the College's Property Strategy takes account of any E&D Issues.	<ul style="list-style-type: none"> Check implementation plans for Property Strategy 	Group Director of Estates Group Head Strategic Projects	Aug 2021 ongoing		
Personal Development, Behaviour and welfare: Ensure advancing equality and engaging with diversity are well embedded in the delivery of activities which promote development and positive behaviour and in the implementation of our duties for welfare, safeguarding and promoting shared values						
Key actions		How will this be done and or evidence sources	Lead department/person	By when	Achieved /progress to date	Status
5.1	Promoting activities within the college experience to those who have previously not engaged. Promoting diversity through all behaviour and welfare activities.	<ul style="list-style-type: none"> Positive role models Matrix accreditation Risk assessment to individuals Equality and Diversity ethos 	Principals Deputy Principals Enrichment and safeguarding leads	Sept 2021 Ongoing May 2022 9 July 2022		