

Equality and Diversity Policy

The Beith Hive is committed to providing equality of opportunity and anti-discriminatory practice for all staff, children and families in accordance with the equality Act (2010). We aim to provide a positive and inclusive learning through a play environment, free from prejudice, discrimination and fear, in which all staff, children and families feel accepted and valued. We believe that all at the Beith Hive setting should be given every opportunity to achieve their potential and should be able to enjoy, play and learn together without feelings of being excluded or disadvantaged for any reason. This statement ensures that all at the Beith Hive despite the 'protected characteristics' of the Equality Act (2010), are encouraged to achieve this.

Protected Characteristics

- Age
- Disability
- Gender reassignment
- Marriage and civil partnerships
- Pregnancy and maternity
- Race
- Religion and Belief
- Sex
- Sexual Orientation

Aims

We aim to:

1. Recognise that all children are different and aim to identify how best to support each child and family individually, according to their needs.
2. Value the contributions that all children and their families bring.
3. Actively promote anti-discriminatory practice to build an inclusive environment where every child can fulfil their potential.
4. Continually reflect on our practice and increase our knowledge around equalities issues.
5. Provide an inclusive environment recognising that as individuals, children and adults alike may require some form of support and provide this either internally or externally.
6. Adhere to relevant legislation to ensure equality in the service we provide.

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Employment

- The Beith Hive strives to find the best candidate for every job vacancy regardless of any of the 'protected characteristics'
- Positions are advertised within the Beith Hive setting, widely in the local community and nationally through the Job Centre Scheme.
- All applicants are assessed against the same criteria.
- Positions are offered to applicants who are most suitable to the post
- As our work with children requires staff to undertake a Disclosure Scotland PVG check, we would encourage all applicants called for interview to provide details of their criminal record at an early stage in the application process. Having a criminal record will not necessarily bar you from working with us, this will depend upon the nature of the offence and when it occurred. We will take guidance from the Rehabilitation of Offenders Act 1974 and from the Care Inspectorate when making an employment decision. Before withdrawing a conditional offer of employment, a discussion will be had with the possible applicant to discuss the nature of the offence.

Staff

1. The Beith Hive is committed to the fair treatment of its staff, potential staff or users of its services, regardless of any of the 'protected characteristics'
2. All staff members have the knowledge of our Equality and Diversity Policy and share the responsibility of ensuring that we provide a fully inclusive service for children and their parents/carers and families. They recognise the importance of their role in promoting equality and challenging discrimination.
3. We seek outgoing training/professional development opportunities for staff to enable them to keep up to date with new developments, current research and relevant practice.

Admissions

- Our setting is open to the community.
- We advertise our services widely and aim for the families that use our setting to reflect the cultural diversity of our community.
- We base our admissions policy on a fair system; we never discriminate against their family, or prevent entry to our setting, on the basis of race, religion, home language, family background, gender or disability and/or learning difficulty.
- Through the Ethnic Minority Achievement Service (EMAS) we can offer on a request a translator for parents/carers who have English as a second language.

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- We gather full and accurate information about all children before they start to ensure that we can meet their needs to the best of our ability.

Environment and Resources

1. We aim to provide a secure environment in which children flourish and in which all contributions are valued.
2. We provide resources that give a balanced view of the world through play and an appreciation of the rich diversity of our society and world.
3. We promote equality and diversity through play equipment and activities that explore, acknowledge and value similarities and differences between ourselves and others.
4. Our physical resources take into account children's size, height and physical needs, e.g. we have child sized tables and chairs and sinks at their levels.
5. We will work with professionals from outside agencies to provide a multi-agency network of support for children and their families.
6. We ensure that all children have the opportunity to experience a challenging and enjoyable programme through play for their learning and development.
7. We respect each child's personal learning journey and encourage each child to recognise their own unique qualities and characteristics.
8. We provide activities and experiences for the children which celebrate diversity.
9. Our all about me forms and our observation, assessment and planning process allows for the key practitioner to plan for each child's individual needs.
10. We work with the GIRFEC approach and the SHANARRI Wellbeing Indicators to provide activities and experiences for each child which are appropriate to their age, stages of their development and levels of understanding.
11. We differentiate activities and experiences to suit children's individual needs to ensure that all children can participate in them, including children with additional support needs.
12. We plan our activities and opportunities that build on and extend all children's knowledge, experiences and interests.

Inclusion

We at the Beith Hive have regard to the (Additional Support for Learning) (Scotland) Act 2004 (the Act) and the Equality Act (2010). All staff members share the responsibility of ensuring that we provide a fully inclusive service for children and their parents/carers and families.

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1. When starting at the Beith Hive all children are appointed a key practitioner within the first month of starting. The key practitioner is responsible for liaising with parents/ carers and families to identify children's individual needs and requirements, to ensure that we are providing a fully inclusive service for each and every child, and make a 'reasonable adjustments' where possible.
2. We will identify and make 'reasonable adjustments' and provide additional resources and support for children, where needed.
3. We aim to be fully aware of special arrangements that may be necessary to ensure that children with disabilities or learning difficulties are fully included in all activities planned for the children.
4. Staff will make arrangements to include all children on outings, taking into account individual/special needs.

Working with Parents and Carers

- We aim to include and value the contribution of all families.

We ensure that our parents/carers have access to our Equality and Diversity policy by making it available on our website and by making sure that all policies and procedures are available at all times upon request.

- We aim to include and value the contribution of parents/carers/children and staff.
- We encourage parents/carers to become actively involved in the life of the Beith Hive Setting.

Discriminatory remarks or Behaviour

1. We take all incidents of discrimination very seriously and aim to challenge overt prejudice and discrimination when it occurs.
2. As a staff team we aim to recognise and examine our own beliefs and prejudices in relation to our own prejudice.
3. We fully support any child, member of staff or parent who encounters discrimination or harassment in a sensitive and constructive manner.

Action to be taken in case of discrimination

- Any concerns of discrimination should be reported to the management team in the first instance.
- The management team will then consider whether discrimination has occurred and agree on appropriate actions and response. The response will be made in writing to the person raising the concern. Actions will be implemented and monitored as appropriate other agencies will be informed.



Beith Hive Childcare

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Implementation

- All children will be admitted according to the admissions policy.
- The School Aged Children's Framework and all about me care plans are the Beith Hive's 'starting point' for planning ways to meet the specific needs of the children. Within our setting we ensure that all children's progress is monitored through observations and is recorded on both individual planning sheets as well as Blossom our online system.
- We will promote positivity boards and golden rules. We will also implement a system of good achievement boards for the children to display good art work or any positive good behaviour, which results in an end of month prize.
- If we feel that a child is not developing through play or making progress we will discuss this with the parents firstly and with permission we may bring in outside agencies to help support the child, where necessary.
- We recognise that parents may have concerns regarding their child's progress, their views and concerns will be listened to and acted upon, in strict confidentiality.
- If specialist help, resources or equipment are required to aid the inclusion of a child, a meeting will be arranged prior to the child's start to discuss the 'reasonable adjustments' with parents and relevant professionals on what will be required, and where possible made,
- We welcome other professionals into our setting to work with us and supported children.

Confidentiality

ALL INFORMATION IS KEPT STRICTLY CONFIDENTIAL AND STORED IN A SECURED PLACE.