Equalities, Diversity & Inclusion Policy

Manor Farm is a unique outdoor-based setting launched to support children who currently seek an alternative learning experience outside of full-time mainstream education. Every person who comes to Manor Farm is treated with respect and we work to ensure that we provide a safe and caring environment, free from discrimination, whether on grounds of race, religion or culture, and where both children and staff feel valued as individuals, including children with additional needs.

We keep up to date with current legislation and training relating to inclusion and anti-discriminatory practice.

We believe it is important, wherever possible, to offer places at Manor Farm to children with additional needs. Staff will always liaise with parents/carers to assess an individual child's needs.

We will not tolerate any form of racial harassment at our Club. We will challenge racist and discriminatory remarks, attitudes and behaviour from the children at Club, from staff, and from any adults on the premises.

Staff will be kept up to date with relevant childcare training.

We will ensure that our recruitment procedures are open, fair and non- discriminatory.

We will operate in accordance with the Equality Act 2010 and section 149 Public Sector Equality Duty, ensuring that no individual is treated less favourably because of protected characteristics (race, disability, gender including gender reassignment, religion, sexual orientation, age, pregnancy and maternity and marriage or civil partnership).

We will monitor and review the effectiveness of our inclusive practice by conducting an Inclusion Audit on an annual basis.

We celebrate diversity and aim to reflect it in our bespoke curriculum. Diverse perspectives are encouraged and integrated into all learning experiences and is free from bias.

Admissions, recruitment, and employment practices are fair, transparent, and consistent.

Reasonable adjustments are made to ensure accessibility and participation for all learners and staff.

We foster an environment where students and staff feel safe, respected, and valued.

Inclusive teaching strategies and materials are employed to meet the needs of all learners.

Bullying, harassment, or discrimination in any form is not tolerated. We encourage all the children in our care to respect themselves and others. If we find a child acting in a hurtful or discriminatory way, we will deal with it immediately.

As with any undesirable behaviour, as detailed in our Behaviour Policy, we will act immediately to intervene if a child, staff member, volunteer, visitor or parent/carer is seen or heard to be hurtful or discriminatory.

We will challenge inappropriate attitudes and practices by engaging children and adults in discussion, by displaying positive images of race and disability, and through our staff always modelling anti-discriminatory behaviour.

Where possible, we will undertake training and implement strategies to enable staff to support children with additional needs.

We will encourage children to accept and celebrate individual differences, using a range of resources and activities.

All staff will be given a confidential 'child details' list at the beginning of each Club week to identify any children with additional needs and/or dietary requirements so that we can be prepared to meet those needs.

Manor Farm's Equal Opportunities Named Coordinator (ENCO) is Hannah O'Brien. The ENCO is responsible for ensuring that:

- Staff receive relevant and appropriate training.
- Remaining up to date with current EDI legislation and guidance by monitoring government and official sources, such as Equality and Human Rights Commission (EHRC).
- The EDI Policy is consistent with current legislation and guidance.
- Ensure legal compliance.
- Appropriate action is taken wherever discriminatory behaviour or language occurs. All reports will be taken seriously, investigated promptly, and handled confidentially, in line with our Safeguarding and Child Protection Policy.

Manor Farm's Special Educational Needs and Disabilities Coordinator (SENDCo) is Georgia Marquez Espada.

The SENDCo will:

- Manage the provision for children with special educational needs.
- Have training and experience in the care and assessment of such children.

- All staff will assist the SENDCo and be involved in caring for children with additional needs of any kind.
- Work in line with the guidance laid out in the SEND Code of Practice (2015).

The management team are responsible for ensuring:

- Our recruitment processes are transparent and fair.
- We provide access to training for all employees.
- We keep our staff up to date with relevant EDI training.
- We monitor and review the effectiveness of our inclusive practice by conducting an Inclusion Audit on an annual basis, including Equality Impact Assessments.
- EDI practices will be monitored through student feedback, staff surveys, and performance data.

Addressing Protected Characteristics

Manor Farm is committed to promoting equality of opportunity and ensuring that no student, staff member, parent/carer or visitor experiences discrimination based on any of the protected characteristics outlined in the Equality Act 2010.

Characteristic	Example of Practice within Setting
Age	Differentiated learning approaches for different age groups.
Disability	Providing reasonable adjustments, accessible materials, and specialist support where required. SENDCo overlooks provision for children with SEND.
Gender Reassignment	Respecting name and pronoun changes.
Marriage or Civil Partnership	Ensuring employment policies are non-discriminatory.
Pregnancy and Maternity	Offering flexible work arrangements, if applicable.
Race	Inclusive curriculum and anti-racist practices.
Religion or Belief	Respecting all religious beliefs, holidays and dietary requirements.
Sex	Equal opportunities in leadership, training and learning.
Sexual Orientation	Promoting LGBTQ+ inclusion and safeguarding.

British Values

The Department for Education (DfE) explained in 2014 that all schools have a duty to 'actively promote' the fundamental British Values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs. Whilst Manor Farm is not a school, we understand the importance of promoting the values.

Manor Farm is a multicultural community within which we celebrate children and cultures from all over the world. Alongside this, we are keen to support a deepening understanding of British Values, culture and systems.

At Manor Farm we encourage children to develop;

- An understanding of how they can influence decision-making through a democratic process.
- An ability to distinguish right from wrong.
- An acceptance that people having different faiths and beliefs to oneself (or having none) should be accepted and tolerated.
- Respect for other people and cultures.
- Their self-knowledge, self-esteem and self-confidence.

Manor Farm is committed to providing a safe, secure and stimulating environment from which to explore and promote British Values. We encourage children to celebrate one another's beliefs and cultural heritages and weave an understanding of world faiths and traditions into our everyday activities.

Staff must ensure that all students are treated with respect and dignity, consistent with our EDI principles. Any concerns related to discrimination, bullying, or harassment must be reported following the procedures outlined in our Safeguarding and Child Protection Policy.

This policy will be reviewed annually or sooner if required.

Policy Last Reviewed: 23rd September 2026

Next Review Due: 23rd September 2027