



# Lilliput Lane Nursery

The Little Nursery for Little Learners

## Inclusion and Equality

HSCS: 1.1, 1.2, 1.10, 2.3, 4.1, 4.3,

### Statement of intent

At **Lilliput Lane Nursery** 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 our nursery.

A commitment to implementing our inclusion and equality policy will form part of each employee's job description.

Lilliput Lane Nursery will provide a childcare place, wherever possible, for children who may have learning difficulties and/or disabilities or are deemed disadvantaged - according to their individual circumstances and the nursery's ability to provide the necessary standard of care. It is Lilliput Lane Nursery's policy that:

1. Staff are committed to take up training on supporting children with Additional care needs.
2. Outside agencies (Health and Education Authorities, ASN specialist support groups/charities) will be approached to work in partnership with the Nursery to give advice and support to the staff team.
3. We support all children during activities and are prepared to be flexible to adapt the activities to meet any particular needs.
4. Staff will work together with parents/main carers to give day to day care for the child and parents/carers will be given support by all the staff team.
5. We ensure that all children are treated as equals and are encouraged to take part in every aspect of the Nursery activities. Wherever possible we will promote positive images of those with additional support needs.
6. Co-ordinated support plans will be prepared for any child that requires one and will be reviewed with parents (and other professionals if necessary) on a regular basis.

Should anyone believe that this policy is not being upheld, it is their duty to report the matter to the attention of the Nursery Manager at the earliest opportunity. Appropriate



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steps will then be taken to investigate the matter and if such concerns are well-founded, disciplinary action will be invoked under the nursery's disciplinary policy.

### **The legal framework for this policy is based on:**

- Equality Act 2010
- Children (Scotland) Act 1995
- Additional Support for Learning (Scotland) Act 2004
- Community Care and Health (Scotland) Act 2002.

### **The nursery and staff are committed to:**

- Recruiting, selecting, training and promoting individuals on the basis of occupational skills requirements. In this respect, the nursery 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 have learning difficulties and/or disabilities or are deemed disadvantaged according to their individual circumstances, and the nursery's ability to provide the necessary standard of care
- Making reasonable adjustments for children with special educational needs and disabilities
- Striving to promote equal access to services and projects by taking practical steps (wherever possible and reasonable), such as ensuring access to people with additional needs and by 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 all contributions are valued
- Including and valuing the contribution of all families to our understanding of equality, inclusion and diversity
- Providing positive non-stereotypical information
- Continually improving our knowledge and understanding of issues of equality, inclusion and diversity
- 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 the nursery, for example, by encouraging positive role models through the use of toys, imaginary play



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and activities, promoting non-stereotypical images and language and challenging all discriminatory behaviour (see dealing with discriminatory behaviour policy).

### **Admissions/service provision**

The nursery is accessible to all children and families in the local community and further afield through a comprehensive and inclusive admissions policy.

The nursery will strive to ensure that all services and projects are accessible and relevant to all groups and individuals in the community 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 will be done by more than one person if possible.

All members of the 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 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 will generally be advertised to a diverse section of the labour market. Advertisements will 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.

Under the Equality Act 2010 we will only ask questions prior to offering someone employment in the following circumstances:

- We need to establish whether the applicant will be able to comply with a requirement to undergo an assessment (i.e. an interview or selection test)
- We need to establish whether the applicant will be able to carry out a function that is intrinsic to the work concerned
- We want to monitor diversity in the range of people applying for work



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- We want to take positive action towards a particular group – for example offering a guaranteed interview scheme
- We require someone with a particular disability because of an occupational requirement for the job.

Lilliput Lane Nursery has a responsibility to ensure that practitioners have the health and physical capacity to undertake their role and will not put children and young people at risk of harm. We are responsible for ensuring that only practitioners who have the capacity to teach remain on the staff team.

People with disabilities or chronic illnesses may have the capacity to teach, just as those without disabilities or medical conditions may be unsuitable to teach.

Successful applicants offered a position may be asked to complete a fitness questionnaire prior to commencing the programme. We do not ask all-encompassing health questions, but we ensure that we only ask targeted and relevant health-related questions, which are necessary to ensure that a person is able to teach.

### **Staff**

It is the policy of **Lilliput Lane Nursery** 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**

The nursery recognises the importance of training as a key factor in the implementation of an effective inclusion and equality policy. All new staff receives induction training including specific reference to the inclusion and equality policy. The nursery will strive towards the provision of inclusion, equality and diversity training for all staff.

### **Early learning framework**

Early learning opportunities offered in the nursery encourage children to develop positive attitudes to people who are different from them. It encourages children to empathise with others and to begin to develop the skills of critical thinking.



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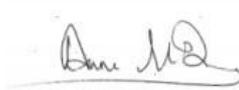
## We do this by:

- Making children feel valued and good about themselves
- Ensuring that all children have equal access to early learning and play opportunities
- Reflecting the widest possible range of communities in the choice of resources
- Avoiding stereotypical or derogatory images in the selection of materials
- Acknowledging and celebrating a wide range of religions, beliefs and festivals
- Creating an environment of mutual respect and empathy
- Helping children to understand that discriminatory behaviour and remarks are unacceptable
- Ensuring that all early learning opportunities offered are inclusive of children with additional support needs and/or disabilities and children from disadvantaged backgrounds
- Ensuring that children whose first language is not English have full access to early learning opportunities and are supported in their learning
- Work in partnership with all families to ensure they understand the policy and challenge any discriminatory comments made
- Ensuring the medical, cultural and dietary needs of children are met
- Identifying a key worker to each child who will observe, assess and plan for children's learning and development
- Helping children to learn about a range of food and cultural approaches to meal times and to respect the differences among them.

## Information and meetings

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

Wherever possible, meetings will be arranged to give all families options to attend and contribute their ideas about the running of the nursery.

This policy was adopted on	Signed on behalf of the nursery	Date for review
30 October 2020		As required