

Equality and Diversity Action Plan

The aim of E&D for learning and skills is about ensuring there is equal access to learning and skills and that all learners' individual needs are met, suitable adjustments are made and all learners are treated with dignity and respect.

Aim	Action	Person responsible	Outcomes	Targets/ date
Develop a management structure to address E&D issues	Nominate a diversity champion Recruit an E&D steering group from across the organisation	Management	Robust policy discussed as agenda item at management meetings	Ongoing
Identify what actions need to be taken	Gather information regarding engagement participation and success of learners in relation to race, gender, disability, age, religion/ belief and sexual orientation. Analyse to identify imbalances Identify actions correct imbalances	Management and Admin	Gather information from IA Complete a report Complete a action plan on recruitment	Ongoing
Review all policies and procedures	Carry out an Equality Impact Assessment Make changes to policies and procedures	Management and Lead IQA	Are they all relevant and up-to-date Do they follow current legislation? Is it a policy or a strategy to promote EO?	December Yearly
Train staff in E&D	Include E&D in induction for new staff. Regular awareness training for all staff	All Staff	Staff received training Update at staff meetings of new findings	Ongoing
Monitor and review impact	Gather information regarding	Management	Gather information from IA	Ongoing

	engagement participation and success of learners in relation to race, gender, disability, age, religion/belief and sexual orientation Analyse and take necessary actions		Complete a report Complete a action plan on recruitment	
To increase males in childcare	Carry out a advertising campaign to show the need	Management	Males are an underrepresented group in the EY sector – latest figures 99% female led workforce currently 2 %	Ongoing
To increase the representation of people from ethnic minorities in work based learning through research	To devise an improved recruitment pack which takes into account all relevant findings – increase participation by 2 %	Management	Slowly increasing	Ongoing
To maintain the proportion of people with disabilities who participate in programmes	To devise an improved recruitment pack which takes into account all disabilities	Management		Ongoing
Learning styles	Include Learning Styles in induction for new staff and Learners	Management and all staff	Completed reports to identify the different styles.	Ongoing