

| | |
|--|--|
| Policy/Procedure Title | APN008 Equality & Diversity Nursery Policy |
| Review Cycle (<i>*Delete as appropriate</i>) | Annual |
| Responsible Department | Science & Public Sector Services – Applewood Nursery |
| Procedure *Owner (<i>*Overall responsibility</i>) | Head of Faculty – Science & Public Sector Services |
| Responsible *Person (<i>if different to above</i>) <i>*responsibility for communicating changes and staff training where appropriate</i> | Nursery Manager |
| Types of provision this procedure applies to: (<i>delete as appropriate</i>) | Support Department |

Revision Record

| Rev. No. | Date of Issue | Details and purpose of Revision: |
|----------|---------------|----------------------------------|
| 1 | October 2020 | Adapted from EDI College Policy |
| 2 | February 2026 | Reviewed and updated |
| | | |
| | | |

Equality Impact Assessment

Whenever a policy is reviewed or changed, its impact assessment also must be updated. The Equality Act 2010 seeks to simplify discrimination law and introduced statutory duties to promote equality whereby The College of West Anglia must, in the exercise of its functions, pay due regard to the need to promote equality in relation to the protected characteristics.

Could any staff or students be adversely impacted by this policy/process? If yes give details and how this will be mitigated:

| Date: | Action and Monitoring: |
|---------|------------------------|
| 20.2.26 | Reviewed and updated |
| | |
| | |
| | |

E, D & I Statement

This procedure has been reviewed in line with the Equality Act 2010 which recognises the following categories of individual as Protected Characteristics: Age, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Belief, Sex (gender), Sexual Orientation and Disability. We will continue to monitor this procedure to ensure that it allows equal access and does not discriminate against any individual or group of people.

Contents

| | |
|--|---|
| 1 Purpose | 3 |
| 2 Procedures | 3 |
| 3 Discriminatory Behaviour/Remarks | 3 |
| 4 Actions and Responsibilities | 3 |
| Employment..... | 3 |
| Training..... | 3 |
| Curriculum..... | 3 |
| Valuing diversity in families | 4 |
| English as an Additional Language..... | 4 |
| Food | 4 |
| Monitoring and reviewing..... | 4 |
| 5 Associated Documents | 4 |

1 Purpose

Applewood will ensure that our service is fully inclusive in meeting the needs of all children. Applewood recognise that children and their families come from diverse backgrounds and recognise all families have needs and values. Applewood is committed to anti-discriminatory practice to promote equality of opportunity and valuing diversity for all children and families. Applewood provides a secure and accessible environment in which all children can flourish and in which all contributions are considered and valued.

2 Procedures

Applewood ensure that all parents are made aware of our Valuing Diversity and Promoting Equality Policy. Applewood does not discriminate against a child or their family, or prevent entry to nursery, on any of the following characteristics: disability; race; gender reassignment; religion or belief; sex; sexual orientation; age; pregnancy and maternity; and marriage and civil partnership. Applewood does not discriminate against a child with a disability or refuse a child entry to nursery for reasons relating to their disability. Applewood will make reasonable adjustments to ensure that children with disabilities can participate successfully in the services offered by the nursery and in the curriculum offered.

Please view our Admissions Policy (APPN005) for further information.

3 Discriminatory Behaviour/Remarks

Displaying any type of discriminatory behaviour and remarks is unacceptable at Applewood, on or around the premises and will be challenged and dealt with immediately and discreetly. Failure to comply may lead to the adult being excluded from the premises.

4 Actions and Responsibilities

Employment

Recruitment at Applewood is managed by The College of West Anglia Human Resources Department.

Positions are advertised and all applicants are judged against an explicit and fair criteria. Applicants are welcome from all backgrounds and posts are open to all. We may use the exemption clauses in relevant legislation to enable the service to best meet the needs of the community. The applicant who best meets the criteria is offered the post, subject to two references, suitability checks and an enhanced DBS check. This ensures fairness in the selection process. All our job descriptions include a commitment to promoting equality and recognising and respecting diversity as part of their specifications. The College of West Anglia monitor's our application process to ensure that it is fair and accessible.

Training

Applewood seek out training opportunities for our staff and volunteers to enable them to develop anti-discriminatory and inclusive practices, which enable all children to flourish. Applewood ensures that our staff are confident and fully trained in administering relevant medicines and performing invasive care procedures when these are required. Extra training may be required before a child starts the setting. The Norfolk County Council Early Years Advisor would be contacted and funding may be arranged. We review our practices to ensure that we are fully implementing our policy for Valuing Diversity and Promoting Equality.

Curriculum

The curriculum offered in Applewood setting (Early Years Foundation Stage) encourages children to develop positive attitudes about themselves as well as people who are different from themselves. It encourages children to empathise with others and to begin to develop the skills of critical thinking.

Our environment is as accessible as possible for all visitors and service users. If access to the setting is found to treat children or adults with disabilities less favourably, then we make reasonable adjustments to accommodate their needs.

We treat children as individuals; ensuring all children have equal access to learning and the environment. Appropriate adjustments will be made to the environment and resources to accommodate all children. Applewood will do this by making appropriate provision within the curriculum to ensure each child receives the widest possible opportunity to develop their skills and abilities, inclusive of children with Special Educational Needs, and English as an additional language. We will positively reflect the widest possible range of communities in the choice of resources and learn about and celebrate festivals of varied cultures.

Valuing diversity in families

Applewood welcome the diversity of family lifestyles and work with all families. We encourage children to contribute stories of their everyday life to the setting and encourage mothers, fathers and other carers to take part in the life of the setting and to contribute fully. For families who speak languages in addition to English, we will develop means to encourage their full inclusion.

English as an Additional Language

At Applewood Nursery we are committed to supporting children with English as an Additional language (EAL) and ensure that EAL children fulfil their potential accessing all areas of the Early Years Foundation Stage Curriculum. At Applewood, we are aware that bilingualism is a strength, and that EAL children have a valuable contribution to make. We acknowledge and value the importance of supporting all children's first language. We will endeavour to plan opportunities for the children who have EAL to develop their communication and language skills, by providing support to help them access the entire EYFS curriculum and take part in all our activities on offer.

Food

Applewood work in partnership with parents to ensure that dietary requirements of children that arise from their medical, religious or cultural needs are met wherever possible. We help children to learn about a range of food, and of cultural approaches to mealtimes and eating, and to respect the differences among them.

Monitoring and reviewing

To ensure our policies and procedures remain effective, Applewood will monitor and review them annually to ensure our strategies meet our overall aims to promote equality, inclusion and to value diversity. Applewood provide a complaints procedure and a complaints summary record for parents to see.

5 Associated Documents

Special Educational Needs Disability Policy
Food Safety Policy
Partnership with Parents Policy

The Equality Act (2010)
Children Act (1989) & (2004)
Special Educational Needs and Disability Act (2001)