

IJ Tours Ltd t/a “International House Manchester or IH Manchester”

Equality Policy

Fighting Discrimination

IH Manchester prides itself on encouraging cultural and linguistic diversity and celebrates the ethnic and cultural heritage of its students and teachers, recognising all as equals. Our staff abide carefully by the provisions of the Equality Act 2010, as well as all provision made by the laws of the United Kingdom regarding equality of opportunity and opposition to discrimination, both within the learning environment, and on the premises of the school as a whole.

The Equality Act 2010 legally protects people from discrimination in the workplace and in wider society. It replaced previous anti-discrimination laws with a single Act, making the law easier to understand and strengthening protection in some situations. It sets out nine Protected Characteristics which is illegal to discriminate against:

- Age
- Gender
- Gender identity or reassignment
- Marriage of Civil Partnership
- Pregnancy or Maternity
- Disability
- Race
- Religion, belief or lack of religion/belief
- Sexual orientation

This policy is also supported by our staff contracts, Staff Disciplinary Policy, Recruitment Policy, Anti-Bullying and Harassment Policy, Child Protection Policy, Vulnerable Adult policy and Student Code of Conduct and Exclusion Policy.

Any incidence of reported discrimination either witnessed by staff or reported to staff will be investigated and dealt with appropriately, following our disciplinary procedure for staff or our code of conduction and exclusion policy for students. This may include the issue of a verbal warning, a written warning, or in extreme cases, suspension, exclusion, termination of contract or even criminal prosecution of perpetrators.

Reviewed March 2019 – Next review March 2020

Scope

This policy applies to any discrimination made by or against:

- Students
- Paid or unpaid staff (working for the school or in partnership with it) as well as contractors
- Homestay hosts
- Directors
- Visitors on school premises

It is the responsibility everybody to help ensure equality is respected and celebrated. To facilitate this, management and staff will:

- Actively promote equality of opportunity in all areas of school life and ensure that everybody is able to work productively and reach their goals regardless of ability, gender, race, disability, religion or sexual orientation
- Ensure that everybody knows their rights, and respects the rights of others.
- Aim to ensure that prejudice or discrimination in all its forms is actively challenged.
- Establish processes to ensure equal access to the curriculum and enable each individual to fulfil his/her potential

Procedures and Practice

Curriculum, student progress and achievement

We aim to ensure all students can fulfil their potential. To achieve this:

- The curriculum will be accessible to all students and be mindful and sensitive to all backgrounds and perspectives. Input including textbooks and images will positively reflect a range of identities and lifestyles. The importance of tolerance and freedom of speech will be actively promoted.
- Students' individual needs and those of distinct groups within the school will be identified and actively considered at all times.
- A range of teaching methods will used throughout the school to ensure that effective learning takes place at all stages for all pupils.
- We will create an environment where all students feel comfortable expressing their views, know how to do so and feel confident that concerns will be dealt with sensitively and purposefully.
- We will ensure that at no point will a person's gender, race, disability, religion or sexual orientation be a factor in that person's progress or achievement.

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Staff Recruitment and Professional Development

In line with the Equality Act 2010, decisions regarding appointment, promotion or lack thereof, or professional development opportunities will be made solely on the basis of a person's training, experience or suitability. Management or those involved in these decisions will be appropriately trained and aware of the need to avoid discrimination and ensure equality of opportunity. (For more details please see our Recruitment and CPD policies)

School facilities and provisions

IH Manchester welcomes students and staff with disabilities or medical conditions. Please inform us at the application stage if you (as a prospective student) or someone you are applying on behalf of (as a parent, sponsor or agent) has any known disability or medical condition that may affect their study or the study of other students.

Visual and auditory impairment

We will try our best to accommodate students or staff with difficulties with their hearing and/or sight but the school is not equipped to support learners with severe difficulties in these areas.

If you have any visual or auditory difficulties it is important that you tell us before you arrive so we can try to make arrangements to mitigate these circumstances.

Physical Disabilities and Wheelchair Users

IH Manchester is currently located on the fifth floor of a refurbished city centre office block. There is a lift giving access to all floors of the building. Please advise us at enrolment if you require wheelchair access or have other access requirements. IH Manchester commits to writing a Personal Emergency Evacuation plan for any student or staff member who requires special consideration to leave the building in the event of emergency such as fire.

Learning Difficulties

We welcome students with mild learning difficulties and may be able to accept students with more severe learning difficulties, depending on the exact needs of the student and the type and extent of the learning difficulty or difficulties. Please let us know at application stage if you, or someone you are applying on behalf of, suffer from any learning difficulties with which you suspect or believe will need attention. It will also be very useful for those working with students who have learning difficulties to see copies of any SEN professional's reports provided for the students (translated into English, if possible). Please submit these at the application stage. In the event that a student's learning difficulties are found to be more severe than initially anticipated, such that it has a significant effect on that student's course of study or the course of study of other students in the same class, we will provide guidance and pastoral support for that student to the best of our ability and training. On occasion, it may be necessary to pursue alternative arrangements for the student in question, such as advising the student to transfer to an alternative institution that has the capability to deal with such learning difficulties. In all such cases, however, we will be guided by the best interests of the student.

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Mental Health Issues

Mental health is a state of well-being in which every individual realises his or her own potential, can cope with the normal stresses of life, can work productively and fruitfully, and is able to make a contribution to her or his community (World Health Organization). If you are aware of any mental health issues, it is important that you let us know in advance. This may include any of the following:

- Alcohol/substance abuse or dependence
- Anxiety disorders
- Bipolar disorders
- Depression
- Eating disorders

However, we do not have the staff, facilities or support available to accept students with significant mental health issues and we advise students or their parents to inform us of these before enrolling so that we can advise whether our courses are suitable.

In the case of a hate incident or crime

There is a special case for hate incidents/crimes, which is explained below. A hate incident is an act of violence or hostility due to any of the following:

- disability
- race
- religion
- gender identity
- sexual orientation

Anyone who thinks this has happened to them can report it to the police and it will be investigated as a hate incident. When hate incidents is deemed a criminal offence it is a hate crime. IH Manchester will assist the victim throughout , explain what their options are, assist them with reporting the incident/crime to the police should they decide to do so, and if necessary, assist them to seek further help (counselling, contacting appropriate organisations or charities etc). For further information, please see the Student Code of Conduct and Exclusion Policy.

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