

# Greenbank Pre School

## Equal Opportunities Policy



### **Greenbank Pre School**

Edinburgh Greenbank Parish Church of Scotland  
Braidburn Terrace  
Edinburgh EH10 6ES

*SPPA Registration No: 0923  
Charity No SCO11325*

## **Equal Opportunities Policy**

Greenbank Pre School is committed to providing equality of opportunity for all children and families. This policy demonstrates that the group is committed to providing and maintaining equality of opportunity for all children, parents and carers within the group, and committed to reflecting the needs of members and future members of the group and the wider community.

### **Advertising the Group**

The group will ensure that everyone in the community has access to information about the group. This will be done by informing the local health visitor about the group so that the information can be passed on to parents and carers. Information posters will be displayed in the local doctors' surgeries, post office, library, shop etc, in the language appropriate to the community when possible.

### **Admission**

Greenbank Pre School has a separate admissions policy which upholds the principles of equal opportunities legislation.

### **Employment**

Advertisements will be placed in a variety of appropriate places within the community and internally on the notice boards.

Each applicant will have a copy of relevant information and will be treated as an individual in compliance with current employment legislation. The group will treat all applicants for jobs fairly and the best person for each job will be appointed.

Only questions relevant to the job will be asked. Each candidate will be asked broadly the same questions. A welcoming and professional approach to interviews will be ensured.

Commitment to implementing the group's equal opportunities policy will form part of the job description for all workers.

### **Parents' Role in the Group**

The group will encourage the involvement of parents and carers by making them welcome and by respecting the differences in families, their language and culture, and by encouraging them to contribute in whatever way they can.

### **Meetings**

The time, place and manner in which meetings are conducted will ensure that all families are enabled to attend, contribute and have an equal opportunity to be involved in the running of the group.

## **Children in the Group**

All children will be respected and their individuality and potential recognised, valued and nurtured. Activities and the use of play equipment will offer children opportunities to develop in an environment which is free from prejudice and discrimination. Opportunities to experience other cultures, languages and celebrations will be included in the curriculum. Opportunities will be given to children to explore, acknowledge and value, similarities and differences between themselves and others.

## **Festivals**

The aim of the group is to show respectful awareness of all the major events in the lives of the children and families in the group, and in our society as a whole, and to welcome the diversity of backgrounds from which they come. In order to achieve this, the group aims to acknowledge all the festivals which are celebrated in our area and/or by the families involved in the group:

- Without indoctrination in any specific faith, children will be made aware of the festivals which are being celebrated by their families or others and will be introduced where appropriate to the stories behind the festivals.
- Before introducing a festival with which adults in the group are not familiar, appropriate advice will be sought from people to whom the festival is familiar.
- Children and families who celebrate home festivals, with which the rest of the group is not familiar, will be invited to share their festival with the rest of the group, if they wish to do so.
- Children will be encouraged to welcome a range of different festivals, together with the stories, celebrations and special food and clothing they involve, as part of the diversity of life.

## **Language**

Any information, written or spoken, will be clearly communicated in as many different languages as necessary.

## **Food**

Medical, cultural and dietary requirements will be met.

## **Resources**

The group will regularly check its books, posters and other resources to ensure that they reflect a multi-racial society, positively and accurately. Boys and girls will have the opportunity to use, and be actively encouraged to use, all activities.

## **Special Needs**

The group recognises the wide range of special needs of children and families in the community and will consider what part it can play in meeting these needs. Planning for group meetings will take into account the needs of people with disabilities.

## **Discriminatory Behaviour or Remarks**

These are unacceptable in the group. All parents, carers and staff will be encouraged to understand the effects of stereotyping and discrimination. Discriminatory remarks which are sexist, racist or which reinforce stereotypes will be challenged. The response will aim to be sensitive and supportive of the feelings of the victim(s) and to help those responsible to understand and overcome their prejudices.

All staff and committee members will have a working knowledge of this policy.

Date of review

Name