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**Heart of Worcestershire College**

**Equality, Diversity and Inclusion Objectives and Action Plan 2019/20**

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|  | **Objective** | **Action Points** | **Responsibility** | **Success criteria** | **Milestone Update January 2020** | **Milestone Update May 2020** |
| **Staff** | 1. Raise awareness and understanding of equality, diversity and inclusion, including Prevent and British Values for staff.
 | Staff survey to bench mark understanding.Sharing good practice amongst staff. Collate information in Teams. | HREDI Group |  |  |  |
| 1. Utilise high quality data to understand the drivers of the gender pay gap to target actions.
 | Ensure data is correct. Complete report and action plan for 1st March 2020 | HR Manager |  |  |  |
| 1. Continue to review staff training opportunities to ensure best practise and eliminate any unconscious bias.
 | Explore training needs in each department.Develop programme of training, to include ensuring staff are aware of assistive technology. | HR Manager |  |  |  |
| 1. Continue to ensure Mental Health Support is high priority for staff in line with Ofsted’s Education Inspection Framework (EIF).
 | Support the mental health and well-being of staff within the organisation. | HR Manager |  |  |  |
| Launch and promotion of services available to support staff | HR Manager |  |  |  |
| Establish staff well-being working group | HR Manager |  |  |  |
| **Students** | 1. Continue to ensure Mental Health Support is high priority for students in line with Ofsted’s Education Inspection Framework (EIF).
 | Promote mental health support available to learners.Develop activities to reduce anxiety.Promote external providers that can offer mental health support.Sign post accessible online resources. | Student Engagement ManagerHead of SENSupport 4 Success |  |  |  |
| 1. Promote assistive technology available for staff and students to use.
 | Collate all examples of assistive technology available.Create central log of resources.Promote resources to staff and students. | Support 4 SuccessLearning Centres |  |  |  |
| 1. Analyse complaints in relation to EDI to identify any trends.
 | Analyse complaints and provide EDI group with annual report.Interim update in preparation for SARs. | VP IS & SE |  |  |  |
| 1. Celebrate EDI through structured thematic weeks, curriculum and marketing promotions.
 | Create enrichment calendar to showcase thematic weeks.Continue to embed E & D into curriculum.Consider EDI themes in all marketing material, both digital and paper based. | Student Engagement ManagerCRQ D/LHead of Marketing and Sales |  |  |  |
| 9. Develop tailored offer of support for learners with identified vulnerabilities to ensure equality of opportunity and achievement.(CE,LI,YP,YC,CC,EHCP,NCOP) | Identify cohort of vulnerable learners. Communicate tailored offer of support to include welfare, careers guidance, additional support.Collate and report on destination data for these cohorts. | Student Engagement ManagerHead of SENSupport 4 SuccessNCOP Officer |  |  |  |
| 10. Analyse exclusions in relation to EDI to identify any trends. | Analyse exclusion in relation to EDI to identify any trends. | VP IS & SE |  |  |  |
| 11. Raise awareness of equality, diversity and inclusion, including Prevent and British Value across student cohorts. | Embed EDI, Prevent and British Values in curriculum.Include subject areas in enrichment calendar.Revise tutorial scheme of work.Triangulate via peer review and learning walks. | CRQ D/LStudent Engagement ManagerAQPs |  |  |  |
| **External Partners** | 12. Raise awareness of equality, diversity and inclusion, including Prevent and British Value across partner cohorts. | Apprenticeship Team LSDOs to continue to promote these areas via 10 weekly progress reviews with apprentices and employers Develop induction e-resource Develop Smart Assessor VLE to monitor completion of induction e-resource Ensure Smart Assessor and Smart VLE clearly signposts all support available to staff (LSDOs), apprentices and their employers | Director of Apprenticeships  |  |  |  |
| 13. Promote how to access College support services to partners. | Update learner handbookEnsure Smart Assessor and Smart VLE clearly signposts all support available to staff (LSDOs), apprentices and their employers | Director of Apprenticeships  |  |  |  |
| 14. Promote external providers that can offer mental health support. | Ensure Smart Assessor and Smart VLE clearly signposts all support available to staff (LSDOs), apprentices and their employers | Director of Apprenticeships  |  |  |  |
| **Legislation** | 15. Ensure policies and mandatory training are current and up to date. | Review and update Equality, Diversity & Inclusion.Review and update mandatory training. | Student Engagement Manager | * Compliance with legislative requirements
* Increased staff understanding of E,D & I
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| 16. Ensure College is compliant with accessibility regulations. | Ensure website or mobile apps are more accessible by making it ‘perceivable, operable, understandable and robust’ | VP IS & SEAcademic & Digital Skills Enhancement ManagerHead of Marketing and SalesIT Manager |  |  | . |