



Equal Opportunities Policy

Baby Duck's is a fully inclusive practice and is committed to ensuring that all potential and actual employees, parents, carers and children receive fair and equal treatment. We aim to adapt an equal opportunities policy in all aspects of our business. We will not discriminate on the grounds of gender, marital status, disability, race, sexual orientation, health, social class, age and religion or employment status.

No one is to receive less or more favourable treatment on any of the above grounds or is to be disadvantaged by requirements or conditions, which cannot be shown to be justifiable.

We acknowledge that no two people are the same, and therefore we aim to provide support for each child to meet their own individual needs, as well as support their families.

Baby Ducks accepts children from a variety of different backgrounds, cultures and ethnic origin. We acknowledge festivals and special days from all religions and cultures. We accept children from all local areas. We value all that the children and their families can bring to the setting and promote parental involvement in their child's progress.

Legal Framework

At Baby Ducks, we implement the following legislation:

Race Relations Act 1976 (as amended 2000)

Sex Discriminations Acts 1975,1986,1999

Children's Acts 1989,2004

Special Educational Needs and Disabilities Act 2001

Disabilities Discrimination Act 2005

Carers and Disabled Children's Act 2000

Employment Equality Acts 2003,2006

Human Rights Act 1998

UN Convention on the Rights of the Child 1989

Employment and Staff

Baby Ducks aims to be an equal opportunities employer. Any jobs are widely advertised to ensure potential applicants from all backgrounds have the opportunity to apply when interviews are given, applicants are judged equally and fairly, and the job is given to the applicant who best meets the criteria for the post.

All employees will be made aware of this policy as a matter of course and will receive training, as necessary. Our equal opportunities representative is

Emma Watson.

In addition, every employee has a personal responsibility to:

- Treat fellow employees, children, parents, careers and outside workers fairly and without prejudice
- Value and respect others views, beliefs and ethics
- Ensure that no-one is harassed, victimised or bullied in the workplace
- Promote a work environment where everyone feels confident to report incidents that are unfair or personally offensive
- Seek to develop their own skills and encourage others

Admissions

At Baby Ducks, we advertise widely to encourage potential families from all backgrounds to come to the setting.

We do not discriminate against any potential families on any grounds and have a fair admissions system and waiting list.

We try to meet the needs of individual families and if necessary, we'd provide written information in another language or an alternative format.

Baby Ducks aims to gather all relevant and accurate information about every child. For example, their full name with correct spelling and pronunciation, or their families culture or beliefs.

Each child is appointed a key person, who will liaise with the child and their family and provide appropriate support.

Environment and Resources

Baby Ducks aims to provide a safe and welcoming environment for all children and their families.

We aim to reflect the full diversity of abilities, cultures, beliefs and ethnic origins that we find in our city, through:

- Stories read by staff to the children
- Fiction / non fiction in children's book box
- Dressing up equipment
- Other role play e.g. food, crockery, utensils, cookware
- Acknowledgement of festivals and special days
- Activities based on various countries and cultures
- Activities based on various religions and/or spiritual beliefs
- Equipment to show diversity of ability and health.

We aim to prevent stereotypes as well as promoting respect towards one another. We also respect bilingualism, should it be necessary we would ensure that a child's home language is around in the setting. They will have a chance to hear a story in that language and see it written.

Our setting works with outside agencies, e.g. Presens, families, EMAS and speech and language therapists to aid children's who may need extra support.

Curriculum

The E.Y.F.S. (March 2012) is the base for our curriculum and we aim to promote that in children's learning and development. Our activities help to extend children's knowledge, experiences and interests and promote their confidence and self esteem. The activities we provide are adaptable for each child, depending on age, stage of development or ability. We explore various cultures and beliefs through activities and music. We also encourage both sexes to use and explore resources and activities traditionally used by the other, and use no gender specific language during play.

Working with Parents and Carers

Having a positive relationship with parents and carers is essential for good practice and is something that we take pride in. We regularly talk to parents about their child's progress and discuss any problems or concerns. At Baby Ducks we know that parents are very useful and will try to include them in their child's development, we value parent contribution and aim to create a comfortable environment.

Discriminatory Remarks and Behaviour

Team members at Baby Ducks are encourage to think about our own beliefs and to keep them from daily practice. All incidents of discrimination are taken seriously as we aim to challenge and remove prejudice and discrimination. We aim to offer help and support to those who were discriminated against as well as those who offended. Our policy and practice is reviewed regularly to ensure we meet the needs of every child in the setting. Our resources are updated as often as is viable.