

BRITANNICA INTERNATIONAL SCHOOL, SHANGHAI

Equal Opportunities Policy

Updated September 2024

Approved by:	Paul Farrell	Date: 30 th August 2024
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Last reviewed on:	August 2023
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Next review due by:	August 2025
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Introduction

This policy summarises our expectations and common working practices, which reflect the aims and objectives of the School and support its Vision Mission and Values for our assessment.

Rationale

Schools have a major influence on those being educated and on the broader attitudes of society. At the Britannica International School, Shanghai, we acknowledge that every member of the community is unique and has characteristics which are more or less visibly different from other people and about which they may be sensitive. Regardless of these differences, all members of the community are equally entitled to access the facilities, resources and opportunities available within the school.

This Policy is signed up to upon enrolment, and should be considered in conjunction with, and with reference to:

- Staff and Student Handbooks;
- Concerns & Complaints Policy;
- Orbital Education policies and procedures;
- Terms & Conditions.

1. Aims

At Britannica International School, Shanghai, our objective is to educate, develop and prepare all our children for life, whatever their gender, race, religious belief or culture. Students and teachers further this objective by contributing towards a happy and caring environment and by showing respect for, and appreciation of, one another as individuals.

We aim to equip our students with an understanding of diversity so that they may appreciate and value the contributions from all members of our community and support those who are different and may be self-conscious about their differences.

This Policy lays out clear expectations for all members of our diverse community to ensure that all have equal access to the variety of opportunities available and details the specific responsibilities of staff in ensuring that these expectations are met.

2. Expectations

- Every member of the school community is entitled to certain rights. These include equality of access to facilities, resources and opportunities available within the school.
- No person should be discriminated against on the grounds of:
 - age or appearance;
 - race or nationality;
 - cultural, social or family background;
 - mother tongue or accent;

- religious beliefs;
- gender or sexual orientation;
- ability or disability.
- All students have the right to study in a safe and non-threatening environment. It is the responsibility of every member of the school community to maintain a happy environment, conducive to work and progress. Teasing or bullying is not tolerated.
- All members of the school community have the right to raise concerns about any aspect of school life. This may be done through the Student Council, Class Parent Representatives or the PTA, or by talking to the Class Teacher/Form Tutor, Head of Phase or Principal. Serious matters will be always be referred to the Principal.
- All members of the school community must ensure that the well-being of others is never compromised, either by design or carelessness. No person should endanger the health and safety of either themselves or others.
- All communication within the school, including in lessons, should be conducted in a polite and civilised manner.

3. Roles

3.1 All members of the Britannica International School, Shanghai community

All members of the school community are expected to comply with the Equal Opportunities Policy at all times.

Failure to comply with the Equal Opportunities Policy will result in sanctions for students or disciplinary action for staff, in accordance with the Behaviour Policy and Staff Code of Conduct.

Any member of the community who considers that there has been a breach of these expectations should follow the procedures laid out in the Concerns & Complaints Policy, and appropriate action will be taken in accordance with the school's policies.

3.2 Staff

Members of staff have the most significant role to play in ensuring equality throughout the school.

- Every member of staff, teaching or non-teaching, has a valued contribution to make to the life of the school.
- All staff must be aware of the dangers of allowing stereotypes to influence their expectations, and must ensure that all pupils are offered equal opportunities.
- All staff must ensure that there is no racial, gender, religious or other bias in their expectations of students, parents or colleagues.
- All staff must ensure that there is no racial, gender, religious or other bias in the opportunities they offer to students.
- Curriculum planning is monitored to ensure there is no racial, gender, religious or other bias in subjects, content and timetabling.

- Current resources and new acquisitions are monitored to ensure the promotion of a positive image regarding race, gender, religion and special need.
- Students of differing abilities are included fully within the activities of the school, but their individual needs may be accommodated through differentiation in mainstream classes or through additional learning support.
- Professional Development of any staff-member enriches the resources of the school as a whole and is to be encouraged and supported wherever possible.

3.3 Principal

The Principal is responsible for ensuring that these expectations are observed and embedded.

The Principal will investigate any formal complaint about a breach of these expectations in accordance with the school's Concerns & Complaints Policy, and impose appropriate sanctions in accordance with other relevant policies and handbooks.

4. Appendices

Appendix 1: Caring For Each Other Statement

All members of the school community will contribute to a happy and caring environment by showing respect for, and appreciation of, each another as unique individuals.

At Britannica International School, Shanghai we acknowledge that every individual is unique and thus will have characteristics which are more or less visibly different from other people and about which they may be sensitive. These '*diversities*' encompass characteristics such as age; appearance; race or nationality; cultural, social or family background; mother tongue or accent; religious beliefs; gender and sexual orientation; ability or disability.

The School admits students irrespective of their diversities, provided that there are good prospects of meeting their needs without unduly prejudicing the education and welfare of other students.

We educate our students to appreciate and value the contributions from all members of our community and support those who are different and may be self-conscious about their differences. All members of the school community will treat others without regard to their diversities, except where common decency and consideration dictate.

There is no compulsory worship in the School and there shall be no attempt to proselytise for a particular religion. Students are encouraged to explore their spiritual beliefs freely and to question religious dogma as they see appropriate.

If a student's religion affects the school uniform, then the school will deal with each case sensitively and with respect for the student's cultural traditions.

Everyone should be aware of possible cultural assumptions and bias within their own attitudes. Discrimination, stereotyping and prejudice on the basis of any diversities are indicative of low self-esteem and ignorance. They are not acceptable and will always be challenged. Racist or otherwise offensive symbols, badges and insignia on clothing and equipment are forbidden.

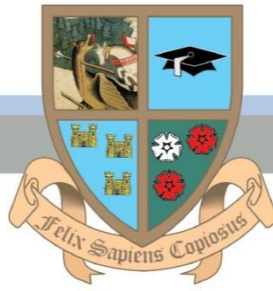
All students have equal access to the full range of educational opportunities provided by the school. Teaching and other groups are co-educational unless there are specific reasons otherwise and the curriculum will encourage students to question assumptions and stereotypes regarding diversities.

In order to ensure equality of access for those whose mother tongue is not English, members of the community need to be constantly aware of their usage of English – its form, content and tone. Students' names will be accurately recorded and correctly pronounced. Students will be encouraged to accept and respect names from other cultures.

Teachers will identify and provide strategies for students who would benefit from Learning Support in order to enhance their chance of success and provide.

In all staff appointments, promotion and training, we aim to select the most suitable candidate, based on purely professional criteria and irrespective of their diversities. We want to provide positive role models for our students.

The Principal is responsible for ensuring that these expectations are observed and embedded. Any member of the community who considers that there has been a breach of these expectations should inform the Principal, who will investigate the matter and take appropriate action in accordance with the school's policies.



BRITANNICA INTERNATIONAL SCHOOL, SHANGHAI

平等机会政策

更新于 2024 年 9 月

批准人: Paul Farrell 日期: 2024 年 8 月 30 日

上次审查时间: 2023 年 8 月

下次审查时间: 2025 年 8 月

导言

本政策概述了我们的期望和常见的工作实践，从中能反映学校的宗旨和目标，并支持学校的愿景、使命和价值观对我们的评估。

依据

学校对受教育者和更广泛的社会观念具有重要影响。在上海不列颠英国外籍人员子女学校，我们意识到学校中的每个成员都是独一无二的，或多或少都有与其他人明显不同的特质，他们可能对这些特质很敏感。无论这些差异如何，所有成员都有平等的权利使用学校提供的设施、资源和机会。

本政策在学生入学时即已签署，并应与下列文件一并考虑和参考：

- 教职工和学生手册
- 关注与投诉政策
- 轨道教育政策和程序；
- 条款与条件。

1.目标

在上海不列颠英国外籍人员子女学校，我们的目标是：无论学生的性别、种族、宗教信仰或文化背景如何，学校都会教育、培养所有的孩子，并为他们的生活做好准备。为了实现这一目标，师生们努力创造一个快乐和充满关爱的环境，并相互尊重和欣赏。

我们旨在培养学生对多样性的理解，使他们能够欣赏和重视学校中所有成员的贡献，并支持那些与众不同和可能对自己的差异有自知之明的人。

该政策对我们多元化社区的所有成员提出了明确的期望，以确保所有人都能平等地获得各种机会，并详细说明了工作人员在确保实现这些期望方面的具体责任。

2.期望

学校中每个成员都有权享有某些权利。这些权利包括平等使用学校的设施、资源和机会。

任何人不得因以下原因受到歧视：

年龄或外貌；

种族或国籍；

文化、社会或家庭背景；

母语或口音；

宗教信仰；

性别或性取向；

残疾或残障。

- 所有学生都有权在安全和不受威胁的环境中学习。学校社区的每个成员都有责任维护一个有利于工作和进步的快乐环境。我们绝不容忍戏弄或欺凌行为。
- 学校的所有成员都有权就学校生活的任何方面提出问题。可通过学生会、班级家长代表或家委会提出，也可以向班主任/班导师、阶段主任或校长反映。严重问题将提交校长处理。
- 学校中所有成员都必须确保他人的福利不因故意或粗心大意而受到损害。任何人都不得危及自己或他人的健康和安全。
- 在学校内，包括在课堂上，所有的交流都应该以礼貌和文明的方式进行。

3.角色

3.1 上海不列颠英国外籍人员子女学校的所有成员

学校中所有成员在任何时候都应遵守《平等机会政策》。

根据《行为政策》和《教职员行为准则》，学生若不遵守《平等机会政策》，将受到处罚；教职员若不遵守《平等机会政策》，将受到纪律处分。

任何学校成员如果觉得周围存在违反这些期望的行为，应遵循《关注与投诉政策》中规定的程序，并根据学校政策采取适当行动。

3.2 教职员

教职员在确保全校平等方面发挥着最重要的作用。

- 每一位教职员，无论是教学人员还是非教学人员，都能为学校的生活做出有价值的贡献。

- 所有教职员工都必须意识到让陈规定型观念影响其期望值的危险性，并确保为所有学生提供平等的机会。
- 所有教职员工必须确保在对学生、家长或同事的期望中没有种族、性别、宗教或其他偏见。
- 所有教职员工必须确保在向学生提供机会时没有种族、性别、宗教或其他偏见。
- 监督课程规划，确保在科目、内容和时间安排上没有种族、性别、宗教或其他偏见。
- 对现有资源和新购置的资源进行监督，以确保在种族、性别、宗教和特殊需要方面宣传正面形象。
- 不同能力的学生被充分纳入学校的各项活动中，但他们的个人需求可能会通过主流班级的分层教学或额外的学习支持得到满足。
- 任何教职员工的专业发展都会丰富学校的整体资源，因此学校会尽可能地鼓励和支持。

3.3 校长

校长负责确保上述要求得到遵守和贯彻。

校长将根据学校的“关注与投诉政策”，从而对任何有关违反上述要求的正式投诉进行调查，并根据其他相关政策和手册实施适当的处罚。

4.附录

附录 1: 相互关爱声明

学校所有成员都将通过尊重和欣赏彼此独特的个体，为营造一个快乐和充满关爱的环境做出贡献。

在上海不列颠英国外籍人员子女学校，我们承认每个人都是独一无二的，因此或多或少都会有一些明显不同于他人的特征，他们可能会对这些特征比较敏感。这些“多样性”包括年龄、外貌、种族或国籍、文化、社会或家庭背景、母语或口音、宗教信仰、性别和性取向、能力或残疾等特征。

学校招收学生，无论其多元性如何，只要能很好地满足他们的需求，同时又不会对其他学生的教育和福利造成不应有的损害。

我们教育学生欣赏和重视学校所有成员的贡献，并支持那些与众不同且可能对自己的与众不同感到自卑的人。除非受到常规礼节和考虑影响，学校的所有成员都将不分彼此地对待他人。

学校不强制学生做礼拜，也不试图让学生改变宗教信仰。学校鼓励学生自由探索自己的精神信仰，并在他们认为适当的时候质疑宗教教条。

如果学生的宗教信仰影响到校服的穿着，学校会在尊重学生文化传统的前提下，以敏感的态度对待每一个例。

每个人都应意识到自己态度中可能存在的文化假设和偏见。基于任何多样性的歧视、刻板印象和偏见都是自卑和无知的表现。这些都是不可接受的，并将始终受到质疑。禁止在服装和装备上使用种族主义或其他冒犯性的符号、徽章和标志。

所有学生都能平等地获得学校提供的各种教育机会。除非有特殊原因，否则教学和其他团体都是男女同校的，课程将鼓励学生质疑有关多元化的假设和成见。

为了确保母语非英语的学生也能平等地接受教育，学校成员需要时刻注意自己的英语使用情况，包括英语的形式、内容和语调。准确记录学生姓名并正确发音。鼓励学生接受和尊重来自其他文化的名字。

教师将为那些需要学习支持的学生确定并提供相应的策略，以提高他们的成功机会。

在所有教职员工的任命、晋升和培训中，我们的目标是根据纯粹的专业标准选择最合适的人选，而不考虑其多样性。我们希望为学生树立积极的榜样。

校长负责确保这些期望得到遵守和落实。任何社区成员如认为有违反这些期望的行为，应通知校长，校长将根据学校政策对此事进行调查并采取适当行动。