

## Progress on 2016/17 Equality and Diversity Plan

Target	Actions	Responsible	Timescale	Progress
<b>Improve quality of information on equality and diversity issues</b>	Improve links between Equality and Diversity Group with Student Union.	E&D Lead	Ongoing	The Student Union is invited to attend the Equality and Diversity Group when it meets.
	Monitor annually staffing in terms of equality and diversity.	HR Manager	Ongoing	Staff Equality data at November 2017 compiled by the HR Manager designate. There is a 1% increase in BME staff overall. In addition, there are some fluctuations in gender, disability and age profile which are not significant.
	Review how exit interviews and other information on staff leavers is used to identify any equality and diversity issues.	HR Manager	Ongoing	No equality and diversity issues raised in exit interviews for the previous academic year. This is reviewed on an ongoing basis and any issues reported to the Deputy Principal for action to be taken.
	Staff induction arrangements to include equality and diversity training	HR Manager	Ongoing	Importance of equality and diversity explained to new staff in HR induction session. Specifically how equality and diversity is fundamental to the catholic ethos of the college and that staff have a responsibility to report any issues as early as practicable should they arise.

Target	Actions	Responsible	Timescale	Progress
	Support One World day, Inter Faith Week and Newman Day as a way of highlighting equality and diversity and promoting the College's mission and ethos.	Principal	Ongoing	Excellent progress made:  Newman Day held successfully last year and planned for 2017. Interfaith week runs annually with an extended programme every other year. One World Day recognised through Chaplaincy and Marketing.
	Improve monitoring process from application to enrolment in terms of equality and diversity.	Director of Corporate Resources	Spring 2017	Data collated for 2017 enrolments and analysed.
	Discuss with the Equality & Diversity Group how the College can contribute to opposing racism and xenophobia with implementation of agreed actions.	E&D Lead	Spring 2017	This has slipped due to the difficulty in arranging meetings of the Equality and Diversity Group. This is being discussed at the December 2017 meeting.

Target	Actions	Responsible	Timescale	Progress
<p><b>Further integrate equality and diversity into the curriculum</b></p>	<p>Promote equality and diversity awareness in the curriculum via College Management Group and Heads of Department.</p>	<p>Vice Principal</p>	<p>Spring 2017</p>	<p>New Scheme of work template introduced September 2016, where equality and diversity was specifically identified. Full teaching staff training delivered August 2016 in preparation for the new writing of schemes of work with working examples of how each subject area could integrate equality and diversity. Also August 2016 full teaching staff training on the RE programme, content and reference to E&amp;D, Prevent and British Values.</p>
	<p>Ensure Safeguarding arrangements, including training, continue to address the needs of a diverse student community.</p>	<p>Directors of Students</p>	<p>Ongoing</p>	<p>Staff inset training in August 2017 included a Safeguarding update from Phil Threlfall and PREVENT training from Nigel Lund. This training provided staff with key indicators to support their identification of safeguarding or PREVENT concerns and the procedures to follow in such cases. All new staff receive safeguarding induction training delivered by the Designated Safeguarding Leads (DSL) this includes legislative guidance and CNC procedures for concerns for Child Sexual Exploitation, FGM and Forced Marriage.</p>

Target	Actions	Responsible	Timescale	Progress
				<p>The DSLs deliver a presentation to the Student Union and Student Mentors for safeguarding and PREVENT to equip them to be aware of potential indicators of concerns and who to pass this information on to Weekly meetings between the DSLs and the Principal provide an opportunity to monitor and review the college's policies, operations and responses to safeguarding concerns. This also helps identify any emerging needs in relation to safeguarding and to quality assure the colleges responses.</p>
	<p>Review the integration of equality and diversity into student induction.</p>	<p>Vice Principal</p>	<p>Spring 2017</p>	<p>All students as part of induction watch a 5min movie created by the College which introduces all parts of college life and celebrates the college community and diversity. This is also available on the parents section of the college website  <a href="https://www.cardinalnewman.ac.uk/contact/important-information-for-parents/">https://www.cardinalnewman.ac.uk/contact/important-information-for-parents/</a></p> <p>Also as part of induction there is an introduction to the RE and Tutorial programme which has equality and diversity embedded throughout each topic and then throughout the academic year.</p>

Target	Actions	Responsible	Timescale	Progress
<b>Promote community cohesion</b>	Continue anti-extremism training for all staff.	E&D Lead	Ongoing	PREVENT training was undertaken during the year.
	Continue engaging with local stakeholders including ward councillors.	Principal	Ongoing	Meetings held regularly with local councillors who also organised 2017 meeting with local Imams.
<b>Advance equality of opportunity in terms of staffing</b>	Continue to ensure best practice in HR policy and practice.	HR Manager	Ongoing	All HR policies agreed by Governing Body are Equality Impact Assessed. HR policies are consistently applied, giving due regard for staff members' protected characteristics. Policies foster a positive culture which is highly supportive of all staff. Reasonable adjustments are applied to working arrangements and policies where necessary including the utilisation of Access to Work.
	Shortlisting and interview training for staff involved in recruitment and selection.	HR Manager	Ongoing	Staff new to shortlisting are mentored by a senior manager (e.g. new Head of Department will do this initially with an Assistant Principal). Staff new to interviewing/observations are guided by a member of SLT.
	Continue to monitor the staffing mix by ethnicity to Preston and Lancashire.	HR Manager	Summer 2017	The BME population of Preston is 24% while the BMR population of Lancashire as whole is 10%. BME staff at Cardinal Newman represent 14.3% of total staff (having increased from 13.3%, 12.6% and 11.3% in 2016, 2015 and 2014 respectively).

Target	Actions	Responsible	Timescale	Progress
	Equality & Diversity refresher training.	E&D Lead	Ongoing	Equality and diversity has been addressed via other training but there has not been specific refresher training during the year. This is being reviewed for 2017/18.
<b>Promote equality and diversity with the Governing Body</b>	Hold equality and diversity update for governors.	Clerk	Summer 2017	Plans for a governor training session on equality and diversity were deferred with the Safeguarding training planned for the summer SMT/Governors Conference (and then delivered in October 2017).  The agenda for the summer 2018 SLT/Governors Conference is being discussed at the January 2018 meeting of the Governance & Search Committee.
	Address equality and diversity issues in update of board recruitment policy.	Clerk	Spring 2017	Equality and diversity is included in the new Governing Body Recruitment and Renewal Policy which recognises: "The College is committed to equality and diversity. It is also aware that a diverse Governing Body can contribute to effective governance through bringing a range of perspectives and experiences."
	Include equality and diversity issues in considering Governing Body membership.	Clerk	Ongoing	The College is committed to reviewing the gender balance and ethnic mix when considering the membership of the Governing Body.  The Clerk has worked with the Student Union to ensure gender balance in the student governors.

Target	Actions	Responsible	Timescale	Progress
<p><b>Ensure that students outcomes are excellent in terms of both value added and success rates for all students</b></p>	<p>Continue to measure all student outcomes indicators by gender, ethnicity, deprivation and learning difficulties. This information is fed back to appropriate managers and actions taken when if required.</p>	<p>Deputy Principal</p>	<p>Ongoing</p>	<p>Value added continues to be analysed in terms of equality and diversity. The recent Quality, Curriculum and Staffing Committee meeting considered this analysis. An issue affecting one ethnic group has been identified and it is now being addressed.</p>
	<p>Continue to secure support from Lancashire County Council for our LDD provision and support for learners with high needs.</p>	<p>Principal</p>	<p>Ongoing</p>	<p>LDD provision currently high quality appropriately funded by Lancashire County Council.</p> <p>Suggested reform of the funding model for this area means this funding must still be considered at risk.</p>