



Inclusion Policy

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1. Introduction and statement of intent

1.1 Rygaards school is committed to advocating and implementing equality of opportunity in the learning, teaching, extracurricular activities, school community and working environments.

1.2 Rygaards school aims to create a learning, teaching and working environment based on fostering good relations between all people, with a shared commitment to promoting respect for all, and challenging and preventing stereotyping, prejudice, discrimination and harassment.

- 1.3 Rygaards school is committed to inclusiveness, which “*embraces diversity by valuing and respecting the perspectives and contributions of all our colleagues and students*”, to the benefit of the school community in respect of its learning, teaching, research, management, administration and support service activities.
- 1.4 Rygaards school upholds the principle that, in their areas of expertise, relevant staff of the school shall have freedom within the school values and principles to hold and express opinion without placing in jeopardy their employment or any entitlements or privileges they enjoy, as long as loyalty to the school is maintained.

2. Scope of the Policy

2.1 This Policy applies to all members of Rygaards school community, including:

- All members of staff holding a contract of employment, and staff from other institutions on placement at, or visiting the school.
- Individuals with honorary or affiliate status.
- All students.
- Visitors, including external persons or agencies using the school’s premises, facilities or services.
- Contractors working at the school.
- Individuals working or acting on Rygaards school behalf, including suppliers of goods and services.
- Parents and relatives on the school grounds

3. The Policy

3.1 Rygaards school aims to ensure that all members of its community are treated with fairness, dignity and respect.

- 3.2 Rygaards school will apply this policy in compliance with and in the spirit of the relevant legislation.
- 3.3 Rygaards school will not discriminate against any person on grounds of age, mental or physical disability, gender reassignment, pregnancy and maternity, race, religion and belief, sex or sexual orientation, in the provision of facilities or services, or in the exercise of public functions.
- 3.4 Rygaards school will ensure that all job applicants, applicants for promotion and applicants for study are being fairly treated.
- 3.5 Rygaards school will assess the impact of its policies and practices to identify and mitigate any disadvantage to any community member.

4. School Responsibilities

- 4.1 Overall responsibility for inclusion lies with the leadership, championed by the School Principal.
- 4.2 Staff and students are made aware of this Inclusion Policy through the school's website, induction and training provision, and through the management structure, as appropriate.
- 4.3 Staff, students and visitors are treated fairly. The school will take action over alleged discrimination, victimization or harassment.
- 4.4 Reasonable adjustments are made, as appropriate, to enable disabled staff and students to overcome substantial disadvantage in the working and learning environment.
- 4.5 Existing procedures for staff and student complaints, grievances and

discipline/conduct matters are applied in a just, fair, open and timely manner.

4.6 Learning and teaching material, where practical, includes positive, diverse, non-stereotypical content.

4.7 Public events are held, wherever possible, in accessible locations.

5. Individual Responsibilities

5.1 All Rygaards school staff, students and visitors have a responsibility under the Inclusion Policy. All individuals are:

5.1.1 Responsible for making themselves aware of the Inclusion Policy.

5.1.2 Expected to participate in supporting the Inclusion Policy, as appropriate.

5.1.3 To support Rygaards School's determination to promote good relations and eliminate discrimination and harassment.

5.2 Staff responsible for schemes of work, teaching content and resources should demonstrate sensitivity to equality and diversity issues.

5.3 Staff responsible for dealing with appeals, complaints, grievances, staff discipline and student conduct matters should demonstrate sensitivity to equality and diversity issues.

6. Unacceptable actions or behaviour

6.1 The Inclusion Policy aims to ensure equality of opportunity and fair treatment for everyone. It is based on the principle that people have the right to their own beliefs.

6.2 Rygaards school does not tolerate what it evaluates as being offensive expressions

(whether disseminated physically or electronically) on its premises.

- 6.3 Examples of unacceptable behaviours are contained within Rygaards Inclusion policy, Student Code of Conduct and Behaviour policy.

7. Concerns and Complaints

- 7.1 Where staff and students perceive that they have been unfairly treated in respect of the Inclusion policy:

7.1.1 **Staff** should speak to the Head of Department in the first instance. Further advice can be sought from the Health and Safety representative or the Trade Union representative.

7.1.2 **Students** should speak to their class teachers in the first instance. Further advice can be sought from the Leadership or Student Counselor.

8. Monitoring and Review

- 8.1 The leadership and the Health and Safety group will monitor the implementation and revision of this Policy in accordance with Danish legislation.
- 8.2 Rygaards school will gather anonymised statistical information on the protected characteristics of staff and students.
- 8.3 This policy shall be reviewed in the event of a change to relevant legislation and/or every three years.

Approved by the Board of Governors in March 2024