



Penguin Preschool

Inclusion and Equality Policy

Inclusion is a process of identifying, understanding, and breaking down barriers to participation and belonging. Inclusive early years practice is about anticipating, paying attention, responding to, and reflecting on the needs and interests of all children. A commitment to inclusion should permeate all aspects of the design of educational programmes and the structuring of environments, as well as shaping every interaction with children, parents and other professionals (*Birth to 5 Matters, 2021*).

Statement of Intent

At Penguin Preschool, we take great care to treat each individual as a person in their own right, with equal rights and responsibilities to any other individual, whether they are an adult or a child. We are committed to providing equality of opportunity and anti-discriminatory practice for all staff, children, and families according to their individual needs.

Discrimination on the grounds of:

- age,
- disability,
- gender reassignment,
- marriage and civil partnership,
- pregnancy and maternity,
- race,
- religion or belief,
- sex and sexual orientation

has no place within our setting.

A commitment to implementing this Inclusion and Equality Policy is part of each employee's job description. Any concerns that the policy is not being upheld must be reported to management promptly. Appropriate action will be taken under the setting's disciplinary policy if required.

Legal Framework

This policy is based on the following legislation:

- Special Educational Needs and Disabilities Code of Practice (2015)
 - Children and Families Act (2014)
 - Equality Act (2010)
 - Childcare Act (2006)
 - Children Act (2004)
 - Care Standards Act (2002)
 - Special Educational Needs and Disability Act (2001)
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Commitments of Penguin Preschool

We are committed to:

- Recruiting, selecting, training and promoting individuals on the basis of occupational skills requirements.
 - Creating a working environment free from bullying, harassment, victimisation and unlawful discrimination.
 - Supporting children with SEND or who are disadvantaged, as far as reasonably possible.
 - Making reasonable adjustments for access and participation.
 - Ensuring materials and services are accessible in relevant languages or formats.
 - Creating a secure and inclusive environment for all families.
 - Positively representing diversity in our curriculum and resources.
 - Supporting staff training on inclusion, equality and diversity.
 - Routinely evaluating our inclusive practices.
 - Promoting inclusion throughout daily routines and resources (e.g. toys, books, language).
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Admissions and Service Provision

Penguin Preschool is accessible to all children and families in the Whitwick community and further afield through our inclusive admissions policy. We aim for services to be relevant and accessible to all groups within our targeted age range.

Recruitment

- Recruitment decisions are based on merit and objective criteria.
- All interviewers are trained in inclusive practice.
- Application forms avoid discriminatory language or questions.
- Advertisements avoid stereotyping and exclusionary language.
- All candidates are asked the same set of questions.
- Pre-employment health questions are limited to those legally permitted under the Equality Act 2010.

We follow guidance and ensure staff have the physical and mental capacity to work safely with children.

Staff Responsibilities

All staff must:

- Cooperate with the implementation and monitoring of this policy.
 - Challenge any language, actions or behaviours that are discriminatory.
 - Celebrate diversity and cultural traditions.
 - Participate in ongoing training related to equality and inclusion.
 - Follow the school's policy when applicable.
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Training

Inclusion, equality and diversity training is delivered during staff induction and refreshed regularly (ideally annually). All staff are trained to understand their rights and responsibilities under this policy.

Early Learning Framework

We follow the EYFS statutory requirements and ensure learning supports a positive attitude toward diversity and inclusion.

We do this by:

- Assigning a key person to tailor learning and care.
 - Listening to children's communication and supporting their self-esteem.
 - Reflecting diverse communities in resources and activities.
 - Avoiding stereotypes or negative imagery.
 - Celebrating a wide range of beliefs, festivals, and traditions.
 - Encouraging mutual respect and emotional literacy.
 - Supporting inclusion of children with SEND and those with EAL.
 - Meeting medical, cultural, and dietary needs respectfully.
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Parent Information and Meetings

We share information with parents about:

- Their child's development,
- Setting activities and routines,
- Policy updates.

Information is available in formats that suit individual needs (e.g. written, verbal, translated, digital). We aim to make meetings accessible for all families and actively invite feedback and collaboration.

Reviewed 17/8/2026 Sarah Fielding