

ACTIVITIES 4 KIDS: EQUALITY POLICY



OCTOBER 2026

Briony Jacobs & Daisy Jacobs-Milburn

ACTIVITIES 4 KIDS | 215 ELM DRIVE, HOVE, BN3 7JD



Activities 4 Kids Equalities Policy

Activities 4 Kids is committed to providing a safe, welcoming and inclusive environment, free from unlawful discrimination, harassment and victimisation, for children, families, staff and volunteers, including children with special educational needs and disabilities (SEND).

To achieve an inclusive environment, Activities 4 Kids will:

- Respect racial and ethnic origins, religions and beliefs, cultures, languages and different family structures, valuing every child without stereotyping.
- Not unlawfully discriminate under the Equality Act 2010, including in relation to disability, race, religion or belief, sex, sexual orientation, gender reassignment and other protected characteristics where applicable. We will also challenge prejudice related to socioeconomic circumstances and care experience.
- Help all children to celebrate and express their cultural and religious identity by providing a wide range of appropriate resources and activities.
- Strive to ensure that children feel good about themselves and others, by celebrating the differences which make us all unique individuals.
- Provide clear, accessible information about our services to parents/carers and children, and consider practical barriers to participation.
- Ensure that Activities 4 Kids recruitment policies and procedures are open, fair and non-discriminatory.
- Meet applicable requirements of the Equality Act 2010, including the duty to make reasonable adjustments for disabled people, alongside relevant safeguarding, childcare, employment and data protection duties.
- Conduct and document an Inclusion Audit at least annually, considering participation, incidents, feedback, accessibility and improvements. Review this policy annually and sooner following significant legal or operational changes.

Challenging inappropriate attitudes and practices:

We will challenge discriminatory language, bullying, harassment and exclusion promptly and sensitively, listen to those affected, record incidents and action taken, and escalate safeguarding concerns under our Safeguarding and Child Protection Policy. Staff will model inclusive behaviour and provide diverse, age-appropriate resources.

Racial harassment:

Activities 4 Kids will not tolerate racial or other discriminatory harassment by children, staff, parents/carers, visitors or contractors. Incidents will be recorded and addressed proportionately through behaviour, complaints, disciplinary and safeguarding procedures as appropriate, with support for affected children.

Promoting equal opportunities:

The Club's Equal Opportunities Named Coordinator (ENCO) is Briony Jacobs (current appointment to be confirmed). The ENCO is responsible for ensuring that:

- Staff receive relevant and appropriate training
- The Equalities policy is consistent with current legislation and guidance
- Appropriate action is taken wherever discriminatory behaviour, language or attitudes occur.

Children with additional needs:

Activities 4 Kids welcomes children with SEND and disabilities. Before attendance we will discuss individual strengths, communication, medical, sensory, accessibility and support needs with the child and parents/carers, and review arrangements as necessary. We will consider and make reasonable adjustments to policies, activities, physical access and auxiliary aids/services where required, with documented individual assessments. We do not routinely provide one-to-one support, but this does not replace our legal duty to consider reasonable adjustments individually. Where additional staffing may be needed, we will work with families and relevant professionals to explore feasible arrangements and possible funding; an EHCP does not automatically fund holiday-club support. We will not impose blanket exclusions based on diagnosis or disability. Any decision concerning safe participation must be individual, evidence-based, documented, discussed with the family and subject to review.

Inclusive practice and reasonable adjustments:

We will consider adjustments to booking, communication, routines, transitions, activities, equipment, toileting and access, in consultation with the child and their parent/carer. Staff will receive necessary information and training. We will not charge families for reasonable adjustments that we are legally required to provide.

Admissions and participation:

Places will be allocated using clear, consistently applied criteria. We will request information necessary to assess and support safe participation and avoid assumptions about abilities or behaviour. Before declining an arrangement, management will document the specific risks, adjustments and alternatives considered, consultation with the family and the route to request review or complain.

Supporting children and families:

We will listen to children in age-appropriate and accessible ways, respect identities, avoid stereotyping, and consider dietary, cultural and religious needs alongside food safety and allergies. Discriminatory bullying, including racist, sexist, disability-related, homophobic and transphobic incidents, will be addressed and any safeguarding concerns escalated.

Staff, recruitment and training:

Recruitment, selection, induction, development and employment decisions will be fair and based on role requirements. Reasonable adjustments will be considered for disabled applicants and staff. All staff and volunteers will receive information on inclusive practice, anti-bullying, SEND support, confidentiality and reporting routes, with further training as needed.

Confidentiality, complaints and monitoring:

Personal information, including special-category information, will be collected only as necessary, stored securely and shared lawfully and proportionately. Concerns can be raised with the ENCO or management without victimisation. We will record and investigate concerns fairly, monitor patterns and follow safeguarding procedures when appropriate.

Implementation and accountability:

Management retains overall responsibility for implementation, resources, accessible information and review. The ENCO coordinates monitoring; all staff must uphold this policy. The policy will be available to staff and parents/carers, and associated procedures will be kept consistent with it.

This policy was adopted by: Activities 4 Kids

Date of update: 15/10/2026

Next review due: 15/10/2027 (or sooner if required)

Signed: Briony Jacobs

Relevant framework: Equality Act 2010; Children Act 1989 and 2004; Children and Families Act 2014 and SEND Code of Practice where applicable; the current statutory Early Years Foundation Stage framework where early years provision is delivered; UK GDPR and Data Protection Act 2018; applicable safeguarding guidance and local safeguarding partnership procedures. Read alongside the Safeguarding and Child Protection, Behaviour, Complaints, Recruitment and Data Protection policies.