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LHAA EQUALITY ACTION PLAN AND OUTCOMES 2020-2021

LHAA Commitment to Equality and Diversity

The LHAA has a strong and long-standing commitment to equality, diversity and inclusion and to promoting a positive culture, which celebrates difference, challenges prejudice and ensures fairness. Our staff and learners are our greatest assets and all members of the community should expect to be able to excel, and to be respected and valued for their perspectives and contributions.

Each outcome covers all of the 'protected characteristics', and is underpinned by targeted actions to achieve the outcome.

Monitoring progress

The LHAA will publish a progress report by 30th January 2021 in line with the LHAA Quality Improvement plan and legislative reporting requirements. We will review our outcomes no later than August 1st 2021.

EQUALITY AND EQUAL OPPORTUNITIES OUTCOMES 2020 2021

Identify and promote best practice for inclusive teaching and learning in context with the LHAA so we provide an environment that is accessible, inclusive and safe.					
Objective	Actions	Protected Characteristics	Outcomes	Progress against actions	Responsibility

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Provide an inclusive and enabling environment for work and study.	Promote a culture of respect by raising awareness of the LHAA's Dignity and Respect Policy, and providing guidance to staff and learners.	All	<ul style="list-style-type: none"> • Eliminate unlawful discrimination and harassment • Foster good relations 	Review of E&D policy, agree standalone Dignity and Respect policy	Directors
	Improve awareness of, and support for mental health issues through implementation and promotion of the LHAA's Learner Mental Health Strategy and continuing to enhance support for learner and staff wellbeing.	All	<ul style="list-style-type: none"> • Advance equality of opportunity • Foster good relations 	Learners are provided with ICURVE online courses to promote awareness of SG and mental health to support learners wellbeing. Staff arrange 121 support through verbal contact and WhatsApp groups. Staff complete mandatory online courses. Staff wellbeing through meetings, briefings, Hot topics shared monthly. E&D topics celebrated and embedded in to Curriculum delivery. QTR SG reports published. Robust	Directors and Managers, Designated Safeguarding Officers

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				SG tracking and reporting of concerns	
	Develop policy and provide dedicated support to disabled staff and managers encompassing advisory services, guidance and training, and promotion of understanding of equality in relation to disability.	Disability	<ul style="list-style-type: none"> • Eliminate unlawful discrimination • Advance equality of opportunity • Foster good relations 	Integration of LCG/LHAA policies	Directors
Provide an inclusive and enabling environment for work and study.	Promote and embed the Accessible and Inclusive Learning Policy (AILP) into standard learning and teaching practice.	Disability	Eliminate unlawful discrimination Advance equality of opportunity	Integration of LCG/LHAA policies	Directors
	Enhance support for disabled and learners with additional learning needs learners through improvements to infrastructure, communications and the implementation of reasonable adjustments.	Disability	Eliminate unlawful discrimination Advance equality of opportunity	CognAssist platform supports learners with hidden needs. Reasonable adjustments and special consideration implemented to support	Directors

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				learners with learning needs providing extra time on exams, reader, scribe available	
	Deliver on the Learning & Teaching Strategy commitment to promote equality, diversity and inclusion in the curriculum.	All	Advance equality of opportunity Foster good relations	Integration of LCG/LHAA policies	Director of Quality
	Actively celebrate the diversity of our staff and learner community through an ongoing programme of events built in to the LHAA Equality and Diversity calendar.	All	Foster good relations Enhance learners experience Advance equality of opportunity	Hot topics shared. E&D embedded in to curriculum design and delivery.	Director of Quality
Provide an environment that is accessible and safe.	Improve the accessibility of the LHAA's continuing to integrate equality consideration into the building and maintenance programme and ensuring timely response to required equality adjustments.	Disability	Eliminate unlawful discrimination Advance equality of opportunity	Health and Safety polices and risk assessments updated to reflect COVID-19 safe practices	LHAA MD

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	Develop a more effective system to generate and execute Personal Emergency Evacuation Plans (PEEPs).	Disability	Eliminate unlawful discrimination	Head of Health and Safety conducts risk assessments. Policies updated.	Academy Managers and Director of Quality
	Continue to develop communications, support services, policies and procedures to include sexual harassment and sexual violence	All	<ul style="list-style-type: none"> • Advance equality of opportunity • Foster good relations 	Safeguarding and Prevent policy and procedures 2020/2021. SG delivered on learner induction to include QIP reflects outstanding actions for staff development	MD, and Director of Quality
<p>To ensure an environment for work and study that is inter-culturally inclusive, supportive and encourages authenticity and upholds the dignity and respect of all. Equality, diversity and inclusion are embedded in all that we do.</p>					
Objective	Actions	Protected Characteristics	General Duty needs	Progress against actions	Responsibility

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<p>Provide data to support progression of equality, diversity and inclusion.</p>	<p>The LHAA's Equality and Diversity will continue to publish comprehensive reports of learner and staff data by protected characteristics.</p> <p>Academy Managers and Heads of Departments will formally respond to their data and implement actions to address areas of concern.</p>	<p>All</p>	<ul style="list-style-type: none"> • Eliminate unlawful discrimination • Advance equality of opportunity 	<p>Data sets reflect demographics. Monthly reporting to review BAME. Manager monthly reports include t risk and strategies to mitigate risk</p>	<p>LHAA Directors Academy Managers</p>
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<p>Equality, diversity and inclusion principles are embedded in our governance, strategy and planning.</p>	<p>Implement a training plan to improve the diversity of LHAA. This comprises the following:</p> <ul style="list-style-type: none"> • Compile the gender and ethnic data sets to use this to inform recruitment • Widely advertise vacancies • Collect equality information from applicants and use this to inform future recruitment exercises • Operate a mentoring scheme and induction process for new members • Encourage and fund new staff members to attend relevant training courses, including those with equality and diversity content • Review the LHAA Equality and Diversity Policy • Consider unconscious bias training for LHAA staff members involved in recruitment. 	<p>All</p>	<ul style="list-style-type: none"> • Advance equality of opportunity • Foster good relations 	<p>Data sets produced monthly. 2019/2020 reflects demographic success data Marketing campaigns and advertisement of portfolio of course through variety of marketing strategies Robust induction process Policies updated yearly. LCG/LHAA policies integrated 2020 Training and development for SLO/EEM CPD training plan for staff, set of mandatory courses completed</p>	<p>MD and Directors</p>
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	Promote the effective use of Equality Impact Assessment to improve the account taken of equality impact in governance, decision making, policy and practice across the LHAA	All	<ul style="list-style-type: none"> • Eliminate unlawful discrimination • Advance equality of opportunity • Foster good relations 	QIP action – implementation of an E&D survey, review impact measures against outcomes of survey	MD and Directors
	Review and refresh the LHAA’s Equality & Diversity Strategy.	All	<ul style="list-style-type: none"> • Eliminate unlawful discrimination 	Updated yearly. To be shared with all staff . Review date April 2021	Director of Quality
Promote understanding of equality, diversity and inclusion throughout the LHAA community.	Expand provision and improve take-up of equality, diversity and inclusion training and learning opportunities.	All	<ul style="list-style-type: none"> Eliminate unlawful discrimination Advance equality of opportunity Foster good relations 	Expansion of programme offers, employability skills, 6 month programmes offering evening and weekend to suit needs to individuals. Implementation of induction online frameworks, implementation of self-study and remote learning opportunities	Director of Quality

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	Continue to improve religious literacy and understanding through a sustained programme of activity across the LHAA and the wider community.	Religion/ Belief	Foster good relations	BV.SG/Prevent promoted through a variety of activities, OTLA outcomes demonstrates good practice.	Directors
We have equity of pay for all staff.					
Objective	Actions and timescales	Protected Characteristics	General Duty needs	Progress against actions	Oversight/ Responsibility
Use data to inform reward management, policy and practice.	Continue to conduct and publish regular Equal Pay Audits, and report on the pay gap by gender, race and disability.	All (and particularly Gender, Race, Disability)	<ul style="list-style-type: none"> Eliminate unlawful discrimination Advance equality of opportunity 	Robust communications with HR, LHAA staff have access to Purple people portal. Yearly reviews and 121 to review performance and progression	HR
Review and monitor pay gaps	Implement recommendations. These include:	All (and particularly Gender, Race and Disability)	Eliminate unlawful discrimination Advance equality of opportunity	HR and Directors conduct 121. Robust recruitment strategy	MD and Director of Finance

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	<ul style="list-style-type: none"> reference to internal and external comparators for staff newly appointed or promotion Review and increase salary for staff promotion and performance 			Monthly performance reviews conducted. CEO fortnightly briefings to celebrate success, employee of the month, purple newsletters, workplace live.	
Identify opportunities and barriers related to recruitment, progression and management of a diverse community of staff and learners, who are able to reach their full potential.					
Objective	Actions and timescales	Protected Characteristics	General Duty needs	Progress against actions	Oversight/ Responsibility
Attract a diverse workforce and learner body	<p>Attract learners and staff through a robust recruitment strategy.</p> <p>Attracting learners from a wider range of social economic backgrounds.</p> <p>Providing a dedicated support and guidance for all staff.</p>	All	<p>Advance equality of opportunity</p> <p>Foster good relations</p>	<p>New VTCT programme offers to widen participation</p> <p>Marketing strategies linking to geographical locations to promote courses and widen participation</p> <p>Remote/online learning opportunities</p>	MD/LHAA Directors and Employer Engagement team

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				IAG provided by DSO/EEM/Academy Managers and all delivery staff Promotion and implementation of new course offer of textured hair types to include Afro Hair type	
	<p>Provide employment opportunities to young people and adults from diverse backgrounds through the implementation of the LHAA recruitment strategy</p> <ul style="list-style-type: none"> • increasing the numbers of adult learners and offer progression opportunities to existing LHAA learners • actively promoting the LHAA to young people in the local community. 	All	<p>Advance equality of opportunity Foster good relations</p>	<p>Employability skills delivered to all learners, Workbooks and online learning available Employment opportunities – working closely with employers to arrange work experience, interviews for full or part time work Marketing and promotional materials attract young people within local</p>	<p>MD/Directors and Employer Engagement team Marketing Manager</p>

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				communities offering study programmes with progression opportunities available at the LHAA across all programmes	
	<p>Improve learner recruitment across all LHAA academies with regards to inclusion and transparency.</p> <p>Develop guidelines on best inclusive practice at all stages of recruitment and selection process.</p> <p>Collect and analyse data on performance to Identify priority actions around recruitment of specific under-represented groups.</p>	All	<p>Advance equality of opportunity</p> <p>Foster good relations</p>	<p>Robust recruitment strategy from enquiry to enrolment.</p> <p>Remote open days and interviews through COVID-19 continuously recruiting</p> <p>Data sets provide analysis to increase the number of male learners. Promotion of 6 month study programmes and adult courses in Hairdressing,</p>	<p>MD/ Directors and Employer Engagement team</p> <p>Marketing Manager</p>

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				Barbering and beauty, Internal progression opportunities for all target groups	
	Provide training for Employer Engagement team and Student Liaison Officers in learner recruitment including sessions on Equality and Diversity.	All	Eliminate unlawful discrimination Advance equality of opportunity	CPD training Review training needs analysis and performance through 121	MD/ Directors and Employer Engagement team
Provide a supportive culture where all learners can progress and succeed.	Continue to support, engage and consult with Stakeholders and networks to inform the development and delivery of policies, practices and services to maximise value and impact. Continue with Employer connections to increase job opportunities and work experience for unemployed adults.	All	Advance equality of opportunity Foster good relations	Progression opportunities across academies Review of short courses to widen participation Ongoing- QIP actions to increase employer engagement and business development	MD/ Directors and Employer Engagement team Marketing Manager

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				On going	
	<p>Analyse and respond to success rates in career progression.</p> <p>Evaluate existing data and practice to support career progression.</p> <p>Identify opportunities and barriers related to progression routes and career progression.</p>	All	<p>Advance equality of opportunity</p> <p>Foster good relations</p>	<p>On going QIP action</p> <p>Review data sets</p>	<p>MD/LHAA Directors and Employer Engagement team</p> <p>Board of Governors</p>

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<p>FIRST 3 MONTHS - KEY ACTIONS</p> <ul style="list-style-type: none"> • Review the LHAA recruitment process with a focus on CEIAG, protected characteristics and gender equality. • Develop our quality of education policy and strategy to demonstrate the structure and content of activities delivered are suitable and appropriate for men and women, and is accessible and flexible. • Improve our destination and progression data to analyse and respond to success rates in career progressions and destination outcomes following completion of programme, at 1 month, 3 months, 6 months and 12 months. • Collate and analyse E&D data and publish reports. • Analyse our recruitment data and achievement data outcomes through MIS reporting to identify barriers and progression. Evaluate existing data and practice to support career progression. • 	<p>Persons responsible: MD's/ LHAA Directors</p>	<p>CEIAG QIP actions</p> <p>QIP actions – flexible learning/Saturdays and evening courses QIP actions</p> <p>QIP actions - Survey monkey to reflect E&D activities</p> <p>QIP actions – D&P data sets</p>	<p>Review of actions through: Monthly reporting Meetings Exec and Board meetings</p>
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<ul style="list-style-type: none">• Increase our connections with stakeholders and employers to enhance job opportunities, work experience and progression opportunities for all learners.		QIP actions	
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