

EAST AYRSHIRE COUNCIL
DEPARTMENT OF EDUCATIONAL AND SOCIAL SERVICES
RACE EQUALITY SCHEME - ACTION PLAN

SECTION: GENERAL

TASK	ACTION	LEAD	TIMESCALE
Mechanisms are in place for ensuring complaints of racial harassment and discrimination are recognised and responded to effectively	<ul style="list-style-type: none"> Ensuring that the Council's complaints procedures are implemented 	Heads of Service	Ongoing
	<ul style="list-style-type: none"> Monitoring complaints and giving the highest priority to complaints of racial harassment and discrimination 	Heads of Service	Ongoing
Ensure minority ethnic groups are involved in strategic planning/consultation activity	<ul style="list-style-type: none"> Consultation with minority ethnic groups with which the service has close contact, particularly in relation to new policy initiatives 	Principal Officers	Ongoing
	<ul style="list-style-type: none"> Participate in Ayrshire's Race Equality Partnership 	Head of Service; Community Support	Ongoing
Ensure employee development needs are met in relation to race equality	<ul style="list-style-type: none"> By reviewing and extending racial awareness training opportunities for all staff 	Principal Officers	March 2004
	<ul style="list-style-type: none"> By ensuring that induction procedures incorporate race awareness 	Principal Officers	February 2004

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SECTION: COMMUNITY LEARNING & DEVELOPMENT

TASK	ACTION	LEAD	TIMESCALE
Analyse patterns in provision of services to people of minority ethnic origin	<ul style="list-style-type: none"> Regular review of procedures and functions such as enrolment procedures for community based short courses and participation rates in provision of guidance for adult learners 	Assistant Principal Officer	September 2003
	<ul style="list-style-type: none"> Ongoing review of the content of curriculum as it is planned and delivered 	Assistant Principal Officer	Annual analysis - June 2004
	<ul style="list-style-type: none"> Monitoring programmes of premises and facilities to ensure that they are fully accessed by all sectors of the community e.g. adjust the programmes of facilities such as Shortlees Learning Centre to accommodate learners from ethnic minorities at times that suit their work patters 	Team Leader (Resources)	Annual analysis - June 2004
	<ul style="list-style-type: none"> Monitoring support given to ethnic minority groups by the service 	Team Leaders	Annual analysis - June 2004
	<ul style="list-style-type: none"> Monitoring participation rates of adult members of the community for whom English is a second language who utilise the service's Essential Skills classes and one to one support 	Team Leader (Literacies)	Annual analysis through Adult Literacy and Numeracy Action Plans

Identify public information needs	<ul style="list-style-type: none"> • Seek feedback from service users that would facilitate improved practice 	Team Leaders	June 2004
	<ul style="list-style-type: none"> • Make material more widely available to minority ethnic individuals e.g. Community Learning Plans 	Team Leaders	June 2004
Raise awareness of race and cultural diversity	<ul style="list-style-type: none"> • Raise awareness about race and cultural diversity e.g. through peer education groups, through the Dialogue Youth Initiative, through debate in youth group settings and Forums with MSYP's and through contributing to national initiatives such as 'Equal Futures' 	Assistant Principal Officer	Ongoing

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SECTION: EARLY YEARS SERVICE

TASK	ACTION	LEAD	TIMESCALE
Identify public information needs	<ul style="list-style-type: none"> • Early education and childcare admission policy - to be translated into 3 main community languages 	Principal Officer	March 2004
	<ul style="list-style-type: none"> • Deferred entry to primary school - to be translated into 3 main community languages 	Principal Officer	March 2004
Programme of training and development for service providers	<ul style="list-style-type: none"> • Childminders and Daycarers awareness raising (cross reference Quality Improvement Team for nursery establishments) 	Principal Officer	June 2004 for Daycarers

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SECTION: PSYCHOLOGICAL SERVICE

TASK	ACTION	LEAD	TIMESCALE
	<ul style="list-style-type: none"> • Monitor referrals and incidence of SEN in schools with relation to racial minority groups 	Psychologist linked to Learning Partnership	June 2004 and on-going
Develop a policy on assessment and intervention with racial and EFL youngsters and families	<ul style="list-style-type: none"> • Monitor practice elsewhere in Scottish Services and integrate into Service Strategic Policies 	Principal Psychologist and nominated specialist psychologist	June 2004
Monitor pupil performance by ethnicity, where there are significant SEN issues	<ul style="list-style-type: none"> • Trawl information from special and mainstream schools 	Psychologist linked to Learning Partnerships	June 2004 and on-going

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SECTION: QUALITY IMPROVEMENT TEAM

TASK	ACTION	LEAD	TIMESCALE
Monitor implementation of Race Relations (Amendment) Act in educational establishments	<ul style="list-style-type: none"> • Performance monitoring Visit 2 to focus on arrangements to meet duties of the Act <ul style="list-style-type: none"> ➤ establishment policy ➤ Inclusion in Improvement Plan ➤ Provision for staff development ➤ Report to Head of Service 	Quality Improvement Officers linked to each Learning Partnership	December 2003
Monitoring and reporting racist incidents	<ul style="list-style-type: none"> • Revise and relaunch Tackling Racist Incidents within the Education Service (TRIWES) 	Head of Service: Community Support Procedures monitored by Quality Improvement Officers	August 2003 and thereafter
Monitor pupil performance by ethnicity	<ul style="list-style-type: none"> • Liaise with SEEMIS to provide pupil data of exam performance linked to ethnic background and report as required 	Quality Improvement Officer (SEEMIS/ScotXEd) and Research Officer	June 2004

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SECTION: PERSONNEL - EDUCATION SECTION

TASK	ACTION	LEAD	TIMESCALE
Analyse recruitment patterns to ensure compliance with the Act	<ul style="list-style-type: none"> Review all aspects of recruitment and selection procedures to ensure that they comply with the general duty 	Personnel Manager (Schools)	31 March 2003
	<ul style="list-style-type: none"> Introduce new ethnic monitoring form for new teaching recruits (already introduced for other staff) 	Personnel Manager (Schools)	31 August 2003
	<ul style="list-style-type: none"> Roll out new ethnic monitoring form to existing employees and input results 	Personnel Manager (Schools)	31 December 2003