



Equalities Objectives

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Document Control

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Equality Objectives

Objective 1

To ensure that schools monitor and report to their Local Governing Bodies the extent to which pupils with protected characteristics regularly access enrichment.

Objective 2

As part of recruitment, selection, induction and HR welfare meetings, make reasonable adjustments for all prospective and current employees with disabilities to meet their needs, making sure that any workplace disadvantages they experience are addressed.

Objective 3

Governors and Directors to undertake EDIJ refresher training so that they are up to date with best practice.

Objective 4

Undertake a termly analysis of recruitment data and trends with regard to race, gender and disability and report on this to the Resources Committee.

1.		Compliance
	1.1	This complaints policy statement has been drafted with regard to the following statutory provisions and guidance:-
		1.1.1 This document meets the requirements of section 29 of the Education Act 2002, which states that schools must have and make available a procedure to deal with all complaints relating to their school and to any community facilities or services that the school provides.
		1.1.2 Education (Independent School Standards) (England) Regulations 2014
		1.1.3 Education and Skills Funding Agency's guidance, "Best practice guidance for academies complaints procedures" 12 March 2021
		1.1.4 This policy complies with our funding agreement and articles of association.
		1.1.5
2.		About this Policy
	2.1	The Bay Learning Trust ("the Trust ") is committed to attaining and maintaining the highest standards achievable. The following Academies are part of the Trust: Carnforth High School, Central Lancaster High School, Morecambe Bay Academy and Ripley St Thomas C of E Academy. Each of our academies adopts this complaints policy for complaints at a local level and also for those relating to the Trust and its personnel.
	2.2	There can be occasions when matters fall short of the required standard. This complaints policy has been prepared to allow those with issues to raise them with the relevant Academy or Central Team, and provides a set of stages for how complaints will be dealt with in an efficient and fair way. This policy also sets out how a complainant may raise concern or a complaint with Trust personnel.
	2.3	Complainants must raise a complaint within three months of the incident or, where a series of associated incidents have occurred, within three months of the last of these incidents. The relevant Academy or the Trust (as the case may be) may consider complaints made outside of this time frame only if exceptional circumstances apply.
	2.4	There are three stages to this complaints policy. It is our aim to ensure that the vast majority of complaints raised are dealt with informally at Stage One.
	2.5	In the event that the complaint cannot be resolved at an informal level, this policy sets out a formal procedure for complaints to be investigated and resolved.

[illegible]

