



## Equality & Diversity Policy

### Key Contact Personnel

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**Designated Lead:** AIS-Salzburg Administration

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Related Policies:	AIS-SCPP (Child Protection Policy) Anti-Bullying and Anti-Cyber-Bullying Policy AIS-Salzburg Code of Conduct Staff Recruitment Policy Student and Parent Handbook Whistleblowing Policy

*This policy will be reviewed and updated annually and following any new legal requirements.*

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## Statement of Intention

Since 1979, Austrian law prohibits discriminatory action against anyone due to their protected characteristics. These include:

- age
- gender
- marriage and civil partnership
- disability
- race sexual orientation
- gender reassignment
- religion of belief (or lack thereof)
- pregnancy and maturity

These and various other pieces of legislation are intended to provide equality under the law and equality of opportunity for all. As an international school operating within Austria, the American International School-Salzburg is legally obliged to adhere to all aspects of these laws and carry them out in our policies, practices and in the accomplishment of our school mission.

The AIS-Salzburg administration, staff and community are decidedly against any form of discrimination that violates the principles of diversity and equality. This policy is designed to clarify and assist in the daily implementation of actions and procedures which guarantee—to the greatest extent possible—that all members of our community are equally protected in their diversity and individuality with prudent care and that AIS-Salzburg thrives as a diverse, multicultural community of learners.

## Scope of Policy

The scope of this equality and diversity policy is to be implemented throughout all aspects of the school's programming. All administrators, teaching faculty members, resident-care staff members and auxiliary staff members are responsible for the proper and thoughtful implementation of this policy at all times, throughout the school year as well as the summer language program at AIS-Salzburg. We believe that equality of educational opportunity, respect, protection and guidance are fundamental in meeting this mandate and should permeate all aspects of our school's programming.

As an international school offering a college-preparatory secondary education to students from around the world, we celebrate and value the diversity of our small community and see this as a fundamental strength in a increasingly global and democratic world. Our mission and beliefs are directly reflective of the priority consideration we give to ensuring equality and diversity as a fundamental aspect of our efforts.

As stated in the AIS-Salzburg Statement of Beliefs,

*'We believe that our unique international setting and diverse school community provides a fertile environment for learning, growth and cultural understanding.'*

It is fundamental to our mission that all students are to be considered as unique individuals, worthy of respect and recognized as distinctly valuable in their personal experiences and variety of cultural backgrounds and experiences.

## Objectives and Goals

In order to ensure that equality and diversity are respected and supported at AIS-Salzburg, a number of goals or objectives have been identified in several areas of the school's programming as listed and detailed below.

## **Ethos and School Climate**

The proper protection of our community against potential issues of inequality or discrimination is best achieved through the establishment and maintenance of an ethos and climate within the community which is accepting, inclusive, respectful and bound by trust and care throughout. A school climate founded upon equality and diversity will:

- denounce elitism, privilege and entitlement and encourage equality and the common rights of all persons.
- be defined by openness and acceptance of all members of the community.
- be defined by mutual respect and trust among all community members.
- be typified by all members of the school community greeting and interacting with all other members with honest courtesy.
- ensure that displays, bulletin boards and other postings are attractive and reflective of an inclusive and respectful community.
- provide accommodation for individual needs, spiritual or religious beliefs and linguistic-cultural backgrounds.
- ensure that all students, parents, administrators, teachers, staff members and others within the community are appropriately supported when they perceive or experience discriminatory, prejudicial or unequal treatment, abuse, harassment or violence.

## **Instruction and Learning**

The instructional staff members at AIS-Salzburg will provide all of our students with the chance to succeed academically and assist them in reaching their greatest potential as students, community members and future citizens of the world. In order to support these aims, the instructional staff will:

- provide a consistently high level of educational experiences for all students regardless of age, gender, race, cultural background, religion and other protected characteristics.
- grant equal access to all school programs and experiences to all students within prudent and legal parameters.
- use materials that are supportive of human diversity without stereotyping.
- challenge discriminatory behavior and promote attitudes, skills and values that support diversity and equality for everyone in our community.
- provide opportunities for students to express aspects of their own culture and individual experiences without prejudice, shame or fear of disparagement.
- provide opportunities for students to become aware of and appreciate other cultures, religious and cultural traditions objectively.
- encourage students to assertively challenge discriminatory, elitist, prejudicial or chauvinistic behaviors, words and attitudes.
- prepare students for living in a multicultural community both at AIS-Salzburg and afterwards.
- identify and include curricular topics that emphasize diversity, equality, democracy, respect, human rights and inclusion.
- celebrate the common characteristics and achievements of all humans in the past and present.
- seek to encourage the parents and guardians of AIS-Salzburg students to support efforts to encourage respect, acceptance and trust within our community.
- utilize seating plans to emphasize fair, equal and nondiscriminatory instruction for all.
- recognize the individual learning skills and strategies, levels of maturity and other factors that affect individual students' performance and success in the classroom.
- make best use of all available resources equally for all students.
- implement and apply a standard of dress and style that is equal for all and eliminates the possibility of expressing discriminatory, insulting or disparaging messages that would violate standards of equality and respect for diversity.
- be available and supportive of all students equally, regardless of academic standing or protected characteristics.
- address, identify and report incidents of harassment, abuse violence, threat or mistreatment which is in violation of the right of all community members to be treated equally and without prejudice or discrimination.
- Model the behavior and attitudes of a global, democratic citizen of the world that finds great strength and value in diversity and equality.

## Pastoral Resident Care

It is within the school's residences where equality and diversity are to be especially promoted. The formal environment of the classroom yields aspects of supervision and guidance that are more clearly bound by behavioral expectations than during the afternoons, evenings and weekends in the school's residences. Therefore, the resident-care staff of AIS-Salzburg plays a particularly important role in ensuring that equality and diversity are protected, promoted and supported at all times with energy, awareness and vigor. The resident-care staff will:

- provide safeguarding, protection and support for all students equally and as a matter of highest importance.
- implement, support, enforce, and model behaviors, attitudes and habits that support trust, respect, openness and acceptance of individual and group diversity.
- provide assistance and communication with all students without prejudice and encourage their open communication with all staff members.
- organize activities that are available to all students without exclusion or exception provided a risk-assessment analysis and legal parameters makes this possible.
- encourage, recognize and support resident student behaviors which are supportive of equality and in recognition of the importance of individual and cultural diversity.
- address any actions, words, attitudes or behaviors that are discriminatory, abusive, prejudicial or otherwise intended to harm others due to their individual or cultural background or protected characteristics.
- provide a home-like environment for all students equally; including access to appropriate accommodations, adequate and conscientious supervision, and the maintenance of an environment that is safe, stimulating and inclusive of all residents.
- provide all students will equal access to services, both internal and external, which are required for their personal and social development as well as their positive intellectual growth, ensuring that these are safe, adequately supportive of the school's mission and evaluated through preliminary risk assessment.
- maintain behavioral expectations in accordance with the AIS-Salzburg code of student conduct (Student and Parent Handbook) equally and uniformly with unanimous support by all resident-care staff members utilizing a wide range of communication strategies and methodologies to reach all students effectively
- of resident students that are uniform for all and supported unanimously by all resident-care staff members; communicating these clearly and frequently.
- provide equal access to assistance and guidance from the entire resident-care staff without prejudice or unjust differentiation.
- provide a balanced program which addresses all aspects of our resident students' lives including their intellectual, social and personal development and improvement.
- provide direct, formal instruction and guidance regarding diversity and equality in an international school community.
- Model the behavior and attitudes of a global, democratic citizen of the world that finds great strength and value in diversity and equality.

## Language

The AIS-Salzburg community recognizes that all members of the school community need to (a) use appropriate language respectfully at all times in order to:

- create a condition whereby all can be secure in their personality, background and individual experiences, thus furthering and raising self-esteem.
- recognize and respect the individuality of all members of our community by endeavoring to pronounce and spell names correctly.
- assist others in their development of language skills regardless of their level of acquisition.
- promote the use of appropriate terminology in referring to other groups, nations, cultures beliefs and citizens.

(b) utilize the English language in the instructional setting and when communicating with other members within the community, and (c) never to use language to:

- to disparage or insult others (whether they understand what is said or not).
- further discriminatory or prejudicial attitudes.
- further an elitist, privileged or entitled attitudes that encourages inequality and disrespect.

## **Parent and Guardian Partnership**

The members of the AIS-Salzburg community will endeavor to be inclusive of all parents and guardians of our students, regardless of the distance between us. To this end, the school staff will:

- be responsive, open, honest and forthcoming in all communications with parents and guardians, respecting their right to be included in the school community, have their opinions and thoughts considered, and invited to contribute to the goals of equality and respect for diversity.
- send frequent, informative communication to parents and guardians concerning their children's individual academic development and progress, their social accommodations and their personal growth, without prejudice or discrimination.
- respond quickly, professionally and adequately to parent or guardian complaints, especially those which may involve violations of these principles of equality and respect for diversity or other forms of maltreatment, discrimination, abuse or neglect.
- support parents and guardians thoughtfully and actively if violations of their child's rights, equality or personality have been experienced or in any other way compromised by the actions of others within the community.
- clearly communicate and celebrate the school's principles and values concerning equality and respect for diversity in public announcements, newsletters, events, and in any marketing or promotional materials produced and distributed to current or potential parents and guardians of AIS-Salzburg students.

## **AIS-Salzburg Child Protection Policy and Procedures**

This equality and diversity policy is grounded in the AIS-Salzburg charge of safeguarding and protecting every child under our care and is, therefore, integrated within this larger mandate. Many aspects of the general Child Protection Policy and Procedures (AIS-SCPP) have relevance to the establishment and maintenance of equality and diversity within our community.

## **Student Recruitment and Procedures**

As a private school which accepts students of appropriate qualification to enroll and take part in our education programming, AIS-Salzburg will modify all promotional, marketing and application materials to emphasize the importance of equality and diversity within our community. Particular adjustments to application materials as well as direct communication concerning these principles will be included in the admissions procedures following implementation, review and approval of this policy.

In its admissions decision, the AIS-Salzburg administration will try to establish a diverse student body representative of a wide variety of students from a wide variety of backgrounds in order to emphasize our believe that diversity and understanding are essential elements in an international education.

The AIS-Salzburg leadership will endeavor to review and evaluate all applicant candidates equally and without prejudice. When scholarships, bursaries or other benefits are offered to particular students and their parents or guardians, this is to be clearly justifiable and made available for scrutiny. The leadership will publish all criteria for such considerations publicly and transparently in official publications. Students who receive assistance are to be regarded as equally worthy of respect and regard as well as equally responsible for abiding by the school's expectations without exceptional consideration or privilege.

## **Staff Recruitment and Staff Development**

The AIS-Salzburg school administration will provide the necessary communication and dissemination of this policy throughout the school staff and greater community at the start of each school year as well as within all appropriate materials generated by the school which outline or programs and mission.

AIS-Salzburg staff members will receive information and training in protecting and supporting this equality and diversity policy within our community and engage in discussion related to this policy at the start of each school year.

The AIS-Salzburg administration will also ensure that in its staff recruitment efforts will ensure that no discriminatory actions or decisions will be made or considered based upon protected characteristics or other illegitimate aims that are in violation of equality and diversity standards.

Given the need for positive role models who have internalized the principles of equality and acceptance of diversity within our community, staff recruitment efforts will be directed toward adequate, professional discernment of these qualities through appropriate vetting. The administration—within the restrictions of the law, visa requirements and work permits— will attempt to provide AIS-Salzburg students with a diverse staff contingent from a variety of backgrounds and experiences who provide a living example of the advantages of diversity and equal opportunity for all.

## **Policy Monitoring and Implementation**

The AIS-Salzburg administration will carry out all monitoring and review of this policy and discuss any issues that arise through such a process. In this effort, the administration will openly invite discussion and commentary from any members of the school community and consider these with respect and honesty. Changes in the law or other regulations or ordinances that apply or impinge upon this policy will necessarily result in adjustments and alterations.

At the end of each school year, the administration of AIS-Salzburg will invite evaluative discussion on the past school year to better determine how well this policy is implemented. Additionally, any incidents of violation of this policy will be scrutinized and reviewed for possible corrective action as necessary to ensure its integrity.

## **Policy Responsibility**

It is the responsibility of the entire AIS-Salzburg staff to support, defend and promote equality and the value of human diversity while engaged in employment at AIS-Salzburg. Further, it is our responsibility to extend these principles throughout the school community through direct and indirect means.

The AIS-Salzburg administration will discuss, review and revise this policy on an annual basis, providing opportunity for feedback from all community members. Any policy revisions will be communicated to the school community as a whole.

*Latest Update: August, 2021*