The Learning and Skills Council's Single Equality Scheme
Support programme for learning providers

A series of briefings for learning providers

For the South West, West Midlands and East Midlands regions:
Monday 14 January 2008
Bristol Marriott Hotel City Centre, 2 Lower Castle Street, Old Market, Bristol BS1 3AD

For the South East, East of England and London regions:
Monday 21 January 2008
Park Plaza Victoria London, 239 Vauxhall Bridge Road, London SW1V 1EQ

For the North East, North West and Yorkshire and the Humber regions:
Tuesday 29 January 2008
The Queens Hotel, The Queens, City Square, Leeds LS1 4DT
Background

The main purpose of the programme is to support all Learning and Skills Council (LSC) funded learning providers in embedding the values and principles of equality and diversity and the Learning and Skills Council’s Single Equality Scheme. The National Institute of Adult Continuing Education (NIACE) and the Learning and Skills Network (LSN) are implementing the project with the LSC. It will build upon existing LSC equality and diversity initiatives including the Disability Equality Duty Support Programme.

Programme Aims

- to support all LSC supported learning providers in embedding good practice in equality and diversity
- to provide in depth guidance and support to all LSC supported learning providers to enable them to meet the requirements of the LSC’s Single Equality Scheme

Guidance and support will be tailored to meet differing regional priorities and will be developed using an action working approach. Action working will enable a range of learning providers including colleges, workplaces and secure environments to be able to contribute to the support and guidance to ensure that it meets their needs.

The programme will:

- equip learning providers with the skills and tools to assess their existing race, disability and gender equality or single equality schemes
- equip learning providers with the skills and tools to adopt a single equality or equalities approach
- assist learning providers in embedding the requirements of the LSC’s Single Equality Scheme into their day-to-day processes
- promote the sharing of good practice on a range of issues including the setting of Equality and Diversity Impact Measures and single equality impact assessment

The programme will offer:

- action working development projects in each region
- a summer workshop in each region for all learning providers
- events for LSC staff
- the use of a virtual learning environment to support learning providers during and following the project.

Get involved

- briefings in January 2008 - for all learning providers
- action working - for a group of learning providers in each region
- workshops for learning providers in each region, June - July 2008
- briefing seminars for LSC staff in April - June 2008

For more information and to find out your regional contact:
Jane Watts, Programme Manager at NIACE
Email: jane.watts@niace.org.uk
Aims of the day

• launch the Single Equality Scheme Support Programme for learning providers

• hear from the LSC about their regional strategy and priorities, targets and Equality and Diversity Impact Measures

• introduce the Single Equalities health check

• find out how to get involved in action working in your region

• establish regional working partnerships

Attend to find out

• how to implement the LSC’s Single Equality Scheme

• how to influence the development of equality and diversity work

• how to get involved in the programme

• and to share good practice with other learning providers

Who should attend

• representatives from all learning providers funded through the Learning and Skills Council

• senior managers and practitioners who are responsible for implementing equality and diversity policies and schemes

Please try to attend the correct event for your region.

Event information

• arrival and registration is at 10:00am for a 10:30am start. The event will end at 3:30pm

• attendance is free (includes lunch, tea/coffee)

• places will be allocated in order of receipt of completed application forms

• completed and signed application forms must be faxed or posted to NIACE by the closing date. Reservations by telephone cannot be accepted

• application forms are individually acknowledged by e-mail. Joining instructions, including map and directions, will be posted out one week before the event

• participants should be prepared to take their own notes as there will not be handouts for all sessions

• if you have not received an e-mail confirming your attendance and joining instructions 4 working days before the event please contact:

  Gurjit Kaur
  Tel: 0116 204 2833
  Fax: 0116 254 8368
  Minicom: 0116 255 6049
  E-mail: gurjit.kaur@niace.org.uk

Application conditions

Event: Monday 14 January 2008
Closing Date: Monday 7 January 2008

Event: Monday 21 January 2008
Closing Date: Thursday 10 January 2008

Event: Tuesday 29 January 2008
Closing Date: Thursday 17 January 2008

• substitutions are to be advised 5 working days prior to the event

• a 10 working days notice period is required for provision of palantypists, sign language interpreters and translation to Braille
# Programme

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Details</th>
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<tbody>
<tr>
<td>10:00</td>
<td>Arrival and registration (tea/coffee available)</td>
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</tbody>
</table>
| 10:30 | Welcome and introduction to the day  
The Learning and Skills Council Single Equality Scheme (LSC) |
| 10:45 | • The Learning and Skills Council Single Equality Scheme Support Programme (NIACE)  
• Introduction to action working (LSN)  
• Questions to speakers |
| 11:30 | Activity:  
What are the benefits/challenges in implementing the LSC’s Single Equality Scheme / Single Equality approach  
Table groups  
Feedback |
| 12:15 | Organisational health check |
| 12:30 | Virtual Learning Environment |
| 12:45 | Lunch |

The afternoon session will be held in 3 separate groups - one for each region

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| 13:45 | Introduction to the regional project and action working  
Action working project leader |
| 14:00 | What have we achieved so far in our organisations? What lessons have been learnt?  
Regional co-ordinators, action working project leaders, LSC Regional Equality and Diversity Managers  
What’s going on in the region—networks and resources  
Regional action plans and single equality schemes  
Questions  
Regional co-ordinators - input from learning providers and LSC equality and diversity manager  
What to do to participate in action working and how to stay involved in the support programme  
Action working project leader |
| 15:30 | Close of conference (tea/coffee available) |

This programme is correct at the time of going to press. The organisers reserve the right to make changes to the published programme in the event of one or more of the advertised speakers being unable to attend. Participants have no claim against NIACE in respect of such changes.
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Application Form Page 1
Please complete the Equality and Diversity form on the following page.

The information is requested as part of our commitment to ensuring equality and diversity.
### Equality and Diversity monitoring
Please tick the appropriate boxes below

<table>
<thead>
<tr>
<th>Ethnic Group</th>
<th>Asian</th>
<th>Black</th>
<th>Dual Heritage</th>
<th>White</th>
<th>Any other ethnic group</th>
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<tbody>
<tr>
<td></td>
<td>Bangladeshi</td>
<td>British</td>
<td>White and Black Caribbean</td>
<td>British</td>
<td>Other: Other: Other:</td>
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<tr>
<td></td>
<td>Indian</td>
<td>Pakistani</td>
<td>White and Black African</td>
<td>European</td>
<td>Other: Other: Other:</td>
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<td></td>
<td>Other:</td>
<td>Sri Lankan</td>
<td>Other:</td>
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**Gender**

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<tr>
<th>Gender</th>
<th>Female</th>
<th>Male</th>
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**Age**

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<tr>
<th>Age</th>
<th>Under 30</th>
<th>30-40</th>
<th>41-50</th>
<th>51+</th>
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**Faith/religion**

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<tr>
<th>Faith/religion</th>
<th>Buddhist</th>
<th>Muslim</th>
<th>Jewish</th>
<th>Sikh</th>
<th>None</th>
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<tr>
<td></td>
<td>Hindu</td>
<td>Christian</td>
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<td>Other:</td>
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**Sexual orientation**

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<tr>
<th>Sexual orientation</th>
<th>Bisexual</th>
<th>Lesbian or gay man</th>
<th>Heterosexual</th>
<th>Prefer not to answer</th>
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**Disability**

Do you consider yourself to have a disability?  

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<tr>
<th></th>
<th>Yes</th>
<th>No</th>
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### Sectoral monitoring
Please tick the appropriate box below (*please specify)

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<tr>
<th>Sectoral Monitoring</th>
<th>Adult Ed. College</th>
<th>Libraries and Museums</th>
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<tbody>
<tr>
<td></td>
<td>College, FE or HE (inc. Universities)</td>
<td>Learning and Skills Councils</td>
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<td></td>
<td>Community Education Provider</td>
<td>Prison/Probation Service</td>
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<td>Information/Guidance Provider</td>
<td>Trade Union</td>
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<td>Government Department</td>
<td>Voluntary Sector and Charities</td>
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<td></td>
<td>Local Government (inc. Education Authority)</td>
<td>Work-based Learning (inc. SSCs)</td>
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<td>Other*</td>
<td>Other*</td>
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**Send to:** Gurjit Kaur  
NIACE Conferences and Courses Office  
Renaissance House, 20 Princess Road West, Leicester LE1 6TP  
Fax: 0116 254 8368

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NIACE, the National Institute of Adult Continuing Education, was founded in 1921. The National Institute seeks to secure an education system responsive to the diversity of adults’ needs and aspirations as learners, and in particular to those who benefited least from initial education. It is our belief that a system fit for adults of all ages and in all their complexity will work better for all learners.

The National Institute is active in many areas - in research, development, publishing, seminars, conferences and training courses, and has an active individual membership.

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