

Easton&OtleyCollege

Equality Impact Assessment – Initial Screening Form

Policy / procedure / event title	S112 – Eligibility to work in the UK
Policy holder	Liz Howard
Job title	HR Director
Contact details	01603 731303 / 01473 784105 – liz.howard@eastonotley.ac.uk
Directorate owner	Liz Howard
Date of completion	23 rd October 2013
Step A	
What are the aims, perceived benefits and suggested outcomes?	
<p>This policy seeks to ensure best practice and legal compliance, ensuring all current and employees have in place the correct authorisation to work in the United Kingdom.</p>	
Step B	
Do you have any data showing how the policy has been received and whether it is successful?	
<p>No issues have been reported in relation to this policy over the past three years.</p>	
Step C	
Which equality strands could the policy, procedure or event impact upon?	
Strand	Notes
Ethnicity / Race / Language	Due to the nature of this procedure it is anticipated that there will be a greater impact upon those with English as a second language. However this policy is applicable to UK BIA

	legislation and will be applied equally to all applicants.
Pregnancy / Maternity	It is not anticipated that this procedure will have a greater impact upon this protected characteristic.
Disability	It is not anticipated that this procedure will have a greater impact upon this protected characteristic.
Gender	It is not anticipated that this procedure will have a greater impact upon this protected characteristic.
Religion	It is not anticipated that this procedure will have a greater impact upon this protected characteristic.
Age	It is not anticipated that this procedure will have a greater impact upon this protected characteristic.
Sexuality	It is not anticipated that this procedure will have a greater impact upon this protected characteristic.
Gender Reassignment	It is not anticipated that this procedure will have a greater impact upon this protected characteristic.
Full impact assessment required?	YES <input checked="" type="radio"/> No (please circle)
This will be conducted by: _____ (date)	
A copy of this form should be sent to the holder of the policy, procedure or event organiser	

EIA completed by L Howard on 23/10/2013 – and agreed by the policy group.