

Easton&OtleyCollege

Equality Impact Assessment – Initial Screening Form

Policy / procedure / event title	Maternity Policy
Policy holder Job title Contact details	Liz Howard HR Director Extn 303
Directorate owner	Liz Howard
Date of completion	February 2013
Step A	
What are the aims, perceived benefits and suggested outcomes?	
<p>The college recognises the need to support an appropriate work-life balance. Such policies are intended to: allow a more effective combination of home and work responsibilities; enhance equality of opportunity at work; maintain the competitive advantage of the organisation by retaining skilled & valued employees.</p> <p>No existing employee shall be disadvantaged, as compared with their existing position, by the implementation of the terms of this policy.</p>	
Step B	
Do you have any data showing how the policy has been received and whether it is successful?	
<p>During the review of this policy 'Surrogacy' was discussed at length. The College wishes to support all staff and therefore staff who have a baby through surrogacy should approach the HR Director to discuss their individual circumstances.</p> <p>The operation of this policy has been consistently applied and no concerns have been raised.</p>	
Step C	
Which equality strands could the policy, procedure or event impact upon?	
Strand	Notes
Ethnicity	In reviewing this policy the Policy Review Group found this policy to be in accordance with legislation and best practice. It was found to be equitable across the personal characteristics.
Language	Employees who have English as a second language will provided with the necessary support to ensure they are fully aware and supported by this policy.

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Disability	This policy can be provided in alternative formats to assist an employee with a disability.
Gender	The College accepts that this policy will be more relevant to female employees; but is satisfied that other polices, such as paternity leave afford support to male employees also.
Religion	In reviewing this policy the Policy Review Group found this policy to be in accordance with legislation and best practice. It was found to be equitable across the personal characteristics.
Age	The College acknowledges that employees within a certain age band are more likely to fall pregnant and therefore acknowledges that other employees may feel this policy benefits them more greatly. However the Colleges firm belief in work life balance means this policy is deemed appropriate and a fair means to support pregnant employees.
Sexuality	The College fully accepts that pregnancy may occur in same sex couples and this policy affords the same benefits to all.
Full impact assessment required?	YES <input type="radio"/> (please circle) <input checked="" type="radio"/> NO
This will be conducted by: _____ (date)	
A copy of this form should be sent to the holder of the policy, procedure or event organiser	

This EIA was completed post review by the Policy Review Group 18th February 2013.