

Easton&OtleyCollege

Equality Impact Assessment – Initial Screening Form

Policy / procedure / event title	Paternity 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>This policy supports Easton and Otley College’s approach to an appropriate work-life balance. Work life balance policies are intended to: allow a more effective combination of home and work responsibilities; enhance equality of opportunity at work; and maintain the competitive advantage of the organisation by retaining skilled and valued employees.</p> <p>This policy describes paternity rights and obligations for all eligible employees at the College whose baby is due on or after 3 April 2011, or who are notified of a match for adoption on or after 3 April 2011.</p>	
Step B	
Do you have any data showing how the policy has been received and whether it is successful?	
No issues have been raised in relation to this policy over the past three years.	
Step C	
Which equality strands could the policy, procedure or event impact upon?	
Strand	Notes
Ethnicity	This policy has been developed in line with the College’s belief in Work Life Balance, Legislation and Best Practice. When reviewed by the Policy Review Group it was deemed to be fair and equitable with no inappropriate implications to any protected characteristic.
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.

Easton&OtleyCollege

Disability	This policy can be provided in different formats to meet the needs of an employee with a disability.
Gender	Females can take paternity leave so the College believes this policy supports both genders equally.
Religion	No negative implications detected by the Policy Review Group.
Age	The College appreciates many Work Life Balance policies are applicable to one age band more than another. But this is acceptable in the view of the Policy Review Group.
Sexuality	This policy is accessible to all employees irrelevant of their sexuality.
Full impact assessment required?	YES (please circle) <div style="text-align: center;"> <input checked="" type="radio"/> NO </div>
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.