

# Easton&OtleyCollege

## Equality Impact Assessment – Initial Screening Form

Policy / procedure / event title	P103 – Disclosure Barring Service Policy
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 <sup>rd</sup> October 2013
<b>Step A</b>	
What are the aims, perceived benefits and suggested outcomes?	
<p>Easton and Otley College has a duty to provide a secure and safe environment in which learners and staff can obtain the best possible benefit from studying or working at the College.</p> <p>Part of the College’s duty is to ensure that it does not employ or make use of the services of a person who has a criminal conviction or record of behaviour that could pose a threat to the safety and wellbeing of learners and staff. This procedure will ensure that appropriate checks are made on all College governors, employees, volunteers and those carrying out services for the College.</p> <p>Easton and Otley College use Norfolk County Council (NCC) who have a Disclosure and Barring Service registered body status.</p>	
<b>Step B</b>	
Do you have any data showing how the policy has been received and whether it is successful?	
This policy has been used as part of our Safeguarding package of measures. It has been suitable for the purposes employed.	
<b>Step C</b>	
Which equality strands could the policy, procedure or event impact upon?	
Strand	Notes
Ethnicity / Race / Language	This policy will be applied fairly and consistently to all employees of every protected characteristic. The College does not believe there will be a greater impact upon any one characteristic.

Pregnancy / Maternity	This policy will be applied fairly and consistently to all employees of every protected characteristic. The College does not believe there will be a greater impact upon any one characteristic.
Disability	This policy will be applied fairly and consistently to all employees of every protected characteristic. The College does not believe there will be a greater impact upon any one characteristic.
Gender	This policy will be applied fairly and consistently to all employees of every protected characteristic. The College does not believe there will be a greater impact upon any one characteristic.
Religion	This policy will be applied fairly and consistently to all employees of every protected characteristic. The College does not believe there will be a greater impact upon any one characteristic.
Age	This policy will be applied fairly and consistently to all employees of every protected characteristic. The College does not believe there will be a greater impact upon any one characteristic.
Sexuality	This policy will be applied fairly and consistently to all employees of every protected characteristic. The College does not believe there will be a greater impact upon any one characteristic.
Gender Reassignment	This policy will be applied fairly and consistently to all employees of every protected characteristic. The College does not believe there will be a greater impact upon any one characteristic. The College will be sensitive to this matter when gathering data for a DBS check as at this point it may become apparent that the applicant was born into a different gender.
Full impact assessment required?	YES <input checked="" type="radio"/> N (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 23/10/2013 by Liz Howard and agreed by the Policy group.