

Equality Impact Assessment Record

Date of EIA	December 2009
Directorate	CYPL – Performance and Resources
Part One - Initial Screening Record	
1. Activity to be assessed	Time Off for Dependents for school staff
2. What is the activity?	<input checked="" type="checkbox"/> Policy/strategy <input type="checkbox"/> Function/procedure <input type="checkbox"/> Project <input type="checkbox"/> Review <input type="checkbox"/> Service <input type="checkbox"/> Organisational change
3. Is it a new or existing activity?	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing
4. Who are the members of the EIA team?	Paul Young – Human Resources Tom Wheaton – NUT Andrea Griffiths – Headteacher
5. Initial screening assessment.	<p>1. Does the activity have the potential to cause adverse impact or discriminate against different groups in the Councils workforce or the community?</p> <p>The policy is designed to provide a consistent mechanism for schools to deal with requests for time off for dependents. As this is to comply with statutory regulations the policy does not cause any adverse impact on any groups.</p> <p>The department monitors the school HR procedures against gender, age, disability and ethnicity on an annual basis. Through this process of monitoring this does not identify any reason to suggest that any particular group is being discriminated against.</p> <p>The department are currently either collecting data or considering how to collect data on religion and belief and sexual orientation. This will allow further monitoring against these equality strands.</p> <p>2. Does the activity make a positive contribution to equalities?</p> <p>Yes as it provides a consistent and fair approach for dealing with requests for time off irrespective of age, sex, race, disability etc.</p>
6. Did Part 1: Initial Screening indicate that a full EIA was necessary?	<p>If the answer to question one above is 'yes' then it is necessary to go ahead with a full Equality Impact Assessment.</p> <input type="checkbox"/> Yes – full EIA completed and recorded below. <input checked="" type="checkbox"/> No
7. Chief Officers signature.	David Watkins
8. Which PMR will this EIA be reported in?	Q4 2009/10