**Equality Impact Assessment Form**

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| Decision, Policy or Practice - new or changed |  |
| Owner  Dean, Director, Head or Executive Lead |  |
| Who is affected? |  |
| Purpose of the Decision, Policy or Practice  It will help to ask:  • Why are the policy or decisions needed?  • What do we hope to achieve by it?  • How will we ensure that it works as intended? |  |
| Consultation and Evidence  What involvement and consultation has been done in relation to this decision, policy or procedure and what were the results?  Identify what evidence is available and set it out a summary here. This includes data and evidence from involvement and consultation. | . |

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| Does, or could, the decision, policy or practice have an **adverse effect** on people  sharing the following protected characteristics? (Please tick relevant box) | | | |
| Protected Characteristic and/or equality priority | Yes | No | Unknown |
| Age |  |  |  |
| Disability |  |  |  |
| Gender Reassignment |  |  |  |
| Marriage or Civil Partnership |  |  |  |
| Pregnancy and Maternity |  |  |  |
| Race |  |  |  |
| Religion or Belief |  |  |  |
| Sex |  |  |  |
| Sexual Orientation |  |  |  |
| Others which may include:- care experienced  students, BSL users, military veterans’ asylum seekers, those living in poverty, those with caring responsibilities, those estranged from family. |  |  |  |
| Details of the adverse effect and how you will mitigate this: | | | |

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| Does, or could, the decision, policy or practice promote or **advance** equality of  opportunity for people sharing the following protected characteristics? (Please tick relevant box) | | | |
| Protected Characteristic | Yes | No | Unknown |
| Age |  |  |  |
| Disability |  |  |  |
| Gender Reassignment |  |  |  |
| Marriage or Civil Partnership |  |  |  |
| Pregnancy or Maternity |  |  |  |
| Race |  |  |  |
| Religion or Belief |  |  |  |
| Sex |  |  |  |
| Sexual Orientation |  |  |  |
| Others which may include:- care experienced  students, BSL users, military veterans’ asylum seekers, those living in poverty, those with caring responsibilities, those estranged from family. |  |  |  |
| Details of the positive effect: | | | |

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| In what way does, or could, the decision, policy or practice foster good relations  between people who share a protected characteristic and those who do not? | |
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| Outcome  Identify the range of options to address the impact. Remember to consider each of the general duties. There are three possible options:  Identify the option(s) chosen and document the reasons for this  1. Adjust the decision/policy.  2. Continue with the decision/policy.  3. Withdraw the decision/policy. |  |
| Actions  Please detail the actions you have taken to mitigate the impact of your decision, policy or practice(s) | |
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| Monitoring and Review  Set out the arrangements for reviewing the actual impact of a decision or policy once it has been implemented. | |
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| EIA Owner(s) to  confirm approval: |  | Date |
| EDI Consultant  to confirm reviewed: |  | Date |

Please forward your completed Equality Impact Assessment to [equality@uws.ac.uk](mailto:equality@uws.ac.uk)

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| Received by EDI Consultant |  |
| Date: |  |
| Reviewed by EDI sub group: |  |
| Date: |  |
| Publication EIA Summary  Date: |  |

**Appendix 1**

**Protected Characteristics**

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| Age | A person belonging to a particular age (for example 32 year olds) or range of ages (for example 18 to 30 year olds). |
| Disability | A person has a disability if she or he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities. |
| Gender Reassignment | The process of transitioning from one sex to another. |
| Marriage and Civil  Partnership | Marriage is a union between a man and a woman or between a same-sex couple.  Same-sex couples can also have their relationships legally recognised as 'civil partnerships'. Civil partners must not be treated less favourably than married couples (except where permitted by the Equality Act). |
| Pregnancy and Maternity | Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding. |
| Race | Refers to the protected characteristic of race. It refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins. |
| Religion and Belief | Religion refers to any religion, including a lack of religion. Belief refers to any religious or philosophical belief and includes a lack of belief. Generally, a belief should affect your life choices or the way you live for it to be included in the definition. |

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| Sex | A man or a woman. |
| Sexual Orientation | Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes. |
| Care-experienced Individual | **‘Care-experienced’** refers to anyone who has been  or is currently in care or from a looked after background at any stage of their life, no matter how short, including adopted children who were previously looked after. Care may have been provided in one of many different settings, such as in residential care, foster care, kinship care or through being looked after at home with a supervision requirement. |
| Military Veterans | A military veteran is a current or ex-service person  who has served a minimum of one day in the Armed Forces: the Army, Royal Navy (Royal Marines) and Royal Air Force. This includes National Servicemen, Regulars and Reserves |
| British Sign Language User | British Sign Language users are individuals who  use British Sign Language as their first language. British Sign Language (BSL) is a visual-gestural language, using hand gestures, movement, space and facial expression, to communicate in a three- dimensional way. |
| Asylum Seekers | An asylum-seeker is a person who has left their  country and is seeking protection from persecution and serious human rights violations in another country, but who hasn’t yet been legally recognised as a refugee and is waiting to receive a decision on their asylum claim. Seeking asylum is a human right. |
| Individuals living in poverty | Individuals are defined as in income poverty if their  equivalised household income is below a specified threshold. The most commonly used poverty threshold is 60% of the median household income. |

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| Individuals with caring  responsibilities | A carer is anyone, who looks after a family member  partner or friend who needs help because of their illness, frailty, disability (this can be either a physical disability or mental ill health), or a substance  misuse and cannot cope without their support. The *care* they give is unpaid. This care can be short or longer term. |
| Individuals estranged from  family | Family estrangement is the loss of a previously  existing relationship between family members, through physical and/or emotional distancing, often to the extent that there is negligible or no communication between the individuals involved for a prolonged period. |
| Individuals with criminal  convictions | An individual is considered to have a criminal  conviction if they have plead guilty to or been found guilty of a crime. A criminal record has information about their contact with the police. |