

# Equality and diversity monitoring form



Your journey to make a difference starts here...



# Equality and diversity monitoring form

We are committed to protecting the welfare of learners and expect all who work with, or on behalf of us, to share this commitment. As a result, all roles within the college are governed by Disclosure and Barring Service (DBS) regulations.

We are committed to promoting equal opportunities in all our activities and to encouraging access to the college from all groups. We are working to create an environment in which we value cultural diversity and individual difference in an atmosphere free from harassment and discrimination. We take seriously our legal and moral obligations in terms of equal opportunities. We welcome discussion with groups and individuals on ways in which we can improve our policies and practice in terms of equal opportunities.

We will not accept any form of behaviour or activity that discriminates for any reason.

We will not disadvantage or treat less favourably anyone applying for a job or employee because of conditions or requirements which cannot be justified. We will make reasonable adjustments to our arrangements and premises with a view to avoiding any disadvantages for disabled people.

We will use the information on this form for monitoring purposes only. We will then remove this from the application form before the shortlisting and interview process.

## Personal details

Reference number for post:	
Application number:	
Position applied for:	
National Insurance number:	
Date of birth:	

Do you hold a current driving licence?		Yes		No
Do you have regular use of a car and would you be prepared to use it for work purposes?		Yes		No
Do you have any current or previous convictions?		Yes		No
If 'Yes' please give details below. If necessary, please continue on a separate sheet:				

As all staff have access to learners, posts are exempt from the conditions of the Rehabilitation of Offenders Act 1974 and so you must declare all convictions, cautions and bind-overs, including those seen as 'spent'.

## Next of kin

Name:	
Relationship:	
Address:	
Phone number:	

## Emergency contact details

Name:	
Relationship:	
Address:	
Phone number:	

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Are you:		Male?		Female?	
Is your gender identity the same as on your birth certificate?		Yes		No	Prefer not to say
Are you currently undergoing gender reassignment or recognition?		Yes		No	

Sexuality:	
	Bisexual
	Homosexual
	Lesbian
	Heterosexual
	Prefer not to say

Marital or civil-partnership status:	
	Married
	In a civil partnership
	Not married (includes single, widowed or divorced)
	Prefer not to say

Religion or belief:	
	Buddhism
	Christianity
	Hinduism
	Judaism
	Sikhism
	Muslim
	Other (please give details)
	No religion
	Prefer not to say

Nationality:	
	Citizen of the European Union or UK
	Other (please give details)
Do you need a work permit?	
	Yes
	No
Are you currently carrying out any work under a work permit?	
	Yes
	No
Passport Number:	

Ethnic background - staff individualised record (SIR) 17 code used:		
	11 Asian or Asian British - Bangladeshi	20 White and Black African
	12 Asian or Asian British – Indian	21 White and Black Caribbean
	13 Asian or Asian British – Pakistani	22 Mixed - other
	14 Asian or Asian British – other	23 White – British
	15 Black or Black British – African	24 White – Irish
	16 Black or Black British – Caribbean	25 White – other
	17 Black or Black British – other	26 White – European
	18 Chinese	97 Prefer not to say
	19 White and Asian	98 Other

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## Disability Discrimination Act - staff individualised record (SIR) 17 code used. Are you disabled?

	1 Yes - rather not say		No
	2 Yes - physical impairment		4 Yes - learning difficulty
	Wheelchair user		Dyslexia
	Hearing impairment or deaf		5 Yes - mental illness
	Sight impairment or blind		Other disability
	Other mobility difficulties		6 Prefer not to say

## Do you have an impairment which may affect your employment that you would like us to know about? If so please give details.

## Caring responsibilities

Is there anyone who relies on you for care and that you help with their daily routine?		Yes		No
If yes, please say who you provide care for:		Adults (over 18)		Children

## Please say where you saw this post advertised.