

## De Aston School Equal Opportunities Monitoring Form

In accordance with our Equal Opportunities and Diversity Policy, we are committed to ensuring that all job applicants and members of staff are treated equally, without discrimination because of gender, sexual orientation, marital or civil partner status, gender reassignment, race, colour, nationality, ethnic or national origin, religion or belief, disability or age.

We aim to create a culture that encourages and values diversity, and that appoints, rewards and promotes staff based on merit. This form is intended to help us maintain equal opportunities best practice and identify barriers to workforce equality and diversity.

All questions are optional. You are not obliged to answer any of these questions but the more information you supply, the more effective our monitoring will be.

Your responses to the questions set out below will be used only to monitor the effectiveness of our policies and practices, and to ensure that we do not inadvertently discriminate against employees or prospective employees.

The information you give will be kept strictly confidential, and will not be seen by the staff directly involved in the recruitment process for the post below. Your response will remain separate from your application form upon receipt. It will be used only to provide statistics for monitoring purposes and will be stored separately, in accordance with the data protection privacy notice provided to you in relation to this recruitment process and our Data Protection Policy and Records Retention Policy.

You do not have to provide this information, but if you do so, it will be helpful for the purposes set out above.

### About the vacancy

Please state which job you have applied for and the closing date given for applications.

De Aston School	
Job applied for	
Closing date for applications	

### Where did you hear about this job (please tick)?

Newspaper (please specify)	
A friend	
Recruitment company	
Our School website	
Other (please specify)	

### Gender

Which of the following best reflects how you would describe your gender identity?

Male	
Female	
Trans or transgender	
Other (please describe, if you are happy to do so)	
Prefer not to say	

(If you are undergoing gender reassignment, please use the gender identity you intend to acquire.)

Does your gender identity align with the gender assigned to you at birth?

Yes	
No	
Prefer not to say	

**Ethnic group**

How would you describe yourself?

Asian or Asian British	
Bangladeshi	
Indian	
Pakistani	
Chinese	
Other Asian background (please write in box)	
Prefer not to say	

Black or Black British	
African	
Caribbean	
Other Black background (please write in box)	
Prefer not to say	

Other ethnic group	
Arab	
Other ethnic background (please write in box)	
Prefer not to say	

Mixed/multiple ethnic groups	
White and Asian	
White and Black African	
White and Black Caribbean	
Other mixed/multiple ethnic background (please write in box)	
Prefer not to say	

White	
British	
English	
Gypsy or Irish traveller	
Irish	
Northern Irish	
Scottish	
Welsh	
Other white background (please write in box)	
Prefer not to say	

**Marital status**

Married (different sex)	
Married (same sex)	
Civil Partner	
Single	
Other	
Prefer not to say	

**Sexual orientation**

Would you describe yourself as:

Bisexual	
Gay/lesbian	
Heterosexual/straight	
Other	
Prefer not to say	

**Age**

What is your age?	
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**Religion or belief**

The list below includes those religions that are most commonly found in Britain. They are listed in alphabetical order and not intended to signify rank in terms of importance. This list is not exhaustive; if your religion is not listed then we ask you not to take offence as none was intended.

Please tick the box that best describes your religion or belief:

Buddhism	
Christianity	
Hinduism	
Judaism	
Islam	
Sikhism	
Other religion or belief (please specify)	
No particular religion or belief	
Prefer not to say	

**Disability**

The Equality Act 2010 defines a disability as a "physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities". An effect is long-term if it has lasted, or is likely to last, more than 12 months.

Do you consider that you have a disability under the Equality Act (please tick)?

Do you have a disability?	Yes/No
Prefer not to say	

This information is used for monitoring purposes only. If you believe you may be disabled and may need any reasonable adjustments to be made in the recruitment process or as part of your employment, please discuss this with the recruiting manager.

**PLEASE COMPLETE THE FORM AND RETURN IT TO THE SCHOOL IN A CONFIDENTIAL ENVELOPE ADDRESSED TO  
ALICE MCNEILL – PA TO THE HEADTEACHER**

**Thank you for your assistance.**