Equal opportunities monitoring form

**The Samara Trust is committed to recruiting, retaining and developing a workforce that reflects at all grades the diverse communities that we serve. It is vital that we monitor and analyse diversity information so that we can ensure that our HR processes are fair and transparent.**

Any information provided on this form will be treated as strictly confidential, will not be seen by staff directly involved in the appointment and no information will be published or used in any way which allows any individual to be identified.

The completion of this form and questionnaire is entirely voluntary. However, it will assist the Trust in carrying out this monitoring. We would therefore be grateful if you would complete the questions on this form.

Prior to shortlisting this information will be removed from your application form and used only to provide data for statistical purposes.

Thank you for your assistance.

|  |  |
| --- | --- |
| **Please complete ALL sections as requested.** | |
| **PERSONAL DETAILS (please complete in block letters)** | |
| Post applied for: |  |
| Last name: |  |
| First name(s): |  |

1. Gender

Please put a x in the box which best describes your gender?

|  |  |  |
| --- | --- | --- |
| Man | Woman | Intersex |
| Nonbinary | Prefer not to say |  |
| Option to self-describe: | | |

1. Disability

To make positive changes, [school/academy/trust] wants to address the different barriers faced by disabled people.

|  |  |
| --- | --- |
| **Under the disability discrimination act a disability is defined as a ‘physical or mental impairment that has a substantial and long-term adverse impact on the ability to carry out normal day to day activities.** | |
| **Do you consider yourself to have a disability or a long-term health condition?** | Yes  No |
| **What is the effect or impact of your disability or health condition?**  Prefer not to say | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

If you would like to discuss your response or are unsure of the types of reasonable adjustment that might be possible, please contact [position of someone not involved in the recruitment process] to help and support you.

1. Age

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Please put a x in the relevant box** | | | | | |
| 16-24 | 25-29 | 30-34 | 35-39 | 40-44 | 45-49 |
| 50-54 | 55-59 | 60-64 | 65+ | Prefer not to say | |

1. Legal marital or same sex status?

|  |  |
| --- | --- |
| Please put an x in the box which best describes your status: | |
| Single  Married  Married, same-sex partner | Civil Partnership  Other (please state):  Prefer not to state |

1. Religion and belief

Below is a list of religions that are the most commonly found in Britain in alphabetical order.

|  |  |
| --- | --- |
| **Please put an x in the box that best describes you:** | |
| Buddhist  Christian (including Church of England, Catholic, Protestant and all other Christian denominations)  Hindu  Jewish | Muslim  Sikh  No Religion or belief  Prefer not to say |
| Prefer to self-describe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

1. Sexual orientation

|  |  |
| --- | --- |
| **Please put a x in the box which best describes your sexual orientation** | |
| Bi/bisexual  Gay/Lesbian  Heterosexual/Straight | Other:  Prefer not to say |
| Prefer to self-describe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

1. Ethnicity

Please put an x in the box which best described your ethnicity

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| A Asian or Asian British | | | | |
| Indian | Pakistani | Bangladeshi | Chinese | Prefer not to say |
| Any other Asian background, please state here: | | | | |

|  |  |  |
| --- | --- | --- |
| B Black/African/Caribbean or Black British | | |
| African | Caribbean | Prefer not to say |
| Any other Black background, please state here: | | |

|  |  |  |  |
| --- | --- | --- | --- |
| C Mixed/Multiple Ethnic Groups | | | |
| White and Black Caribbean | White and Black African | White and Asian | Prefer not to say |
| Any other Mixed background, please state here: | | | |

|  |  |
| --- | --- |
| D Other Ethnic Group | |
| Arab | Prefer not to say |
| Any other Mixed background, please state here: | |

|  |  |
| --- | --- |
| E Chinese and other ethnic groups | |
| Chinese | Prefer not to say |
| Any other background, please state here: | |

|  |  |  |  |
| --- | --- | --- | --- |
| F White | | | |
| English | Welsh | Scottish | Northern Irish |
| Irish | British | Irish Traveller | Prefer not to say |
| Any other White background, please state here: | | | |

|  |
| --- |
| G  Prefer not to say |

I confirm my consent to [name of School/academy/trust] processing the special categories of data supplied in this form for the purposes of monitoring data and diversity statistics, recruitment and selection, and as set out in the Workforce Privacy Notice.

**Applicant’s signature :**

**Date**: