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**EQUAL OPPORTUNTIES MONITORING FORM**

Harbour Learning Trust wants to meet the aims and commitments set out in its equality policies. This includes not discriminating under the Equality Act 2010, and building an accurate picture of the make-up of the workforce in encouraging equality and diversity.

The Trust needs your help and co-operation to enable it to do this, though filling in this form is voluntary and all questions are optional. All information supplied will be treated in the strictest confidence and used in an anonymised format solely for monitoring purposes.

If you are a job applicant, this form will be held separately from your application and will not be used to select applicants for interview or appointment. It will be used for equal opportunities monitoring purposes only. Please check the appropriate boxes and return the completed form to the recruitment team (email below)

**Gender**

Man ☐ Woman ☐ Other ☐ Prefer not to say ☐

If you prefer to use your own term, please specify here …………………….

Are you married or in a civil partnership? Yes ☐ No ☐ Prefer not to say ☐

**Age**

16-24 ☐ 25-29 ☐ 30-34 ☐ 35-39 ☐ 40-44 ☐ 45-49 ☐

50-54 ☐ 55-59 ☐ 60-64 ☐ 65+ ☐ Prefer not to say ☐

**What is your ethnicity?**

Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box

***White***

White British ☐ White Irish ☐ Any other White ☐ Prefer not to say ☐

Any other white background, please write here:

***Mixed/multiple ethnic groups***

White and Black Caribbean ☐ White and Black African ☐ White and Asian ☐

Prefer not to say ☐ Any other mixed background, please write here:

***Asian/Asian British***

Indian ☐ Pakistani ☐ Bangladeshi ☐ Chinese ☐ Prefer not to say ☐

Any other Asian background, please write here:

***Black/ African/ Caribbean/ Black British***

African ☐ Caribbean ☐ Prefer not to say ☐

Any other Black/African/Caribbean background, please write here:

***Other ethnic group***

Arab ☐ Prefer not to say ☐

Any other ethnic group, please write here:

**Do you consider yourself to have a disability or health condition?**

Yes ☐ No ☐ Prefer not to say ☐

What is the effect or impact of your disability or health condition on your ability to give your best at work? Please write in here:

The information in this form is for monitoring purposes only. If you believe you need a ‘reasonable adjustment’, then please discuss this with your manager, or with the HR Team, if you are a job applicant.

**What is your sexual orientation?**

Heterosexual ☐ Gay ☐ Lesbian ☐ Bisexual ☐

Prefer not to say ☐ If you prefer to use your own term, please write in:

**What is your religion or belief?**

No religion or belief ☐ Buddhist ☐ Christian ☐ Hindu ☐ Jewish ☐

Muslim ☐ Sikh ☐ Prefer not to say ☐

If other religion or belief, please write in:

Vacancy applied for (if applicable):

Data Protection:

The personal data that you have supplied will be used for the purpose of monitoring Equality and Diversity. All data will be processed and stored in accordance with the Data Protection Act 2018. By completing this form you consent to the use of your personal data for these purposes.

Our Privacy Policy, Statements and Retention Schedule are available at [www.harbourlearningtrust.com](http://www.harbourlearningtrust.com)

Please return this form to: **recruitment@harbourlearningtrust.com**