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## DIVERSITY MONITORING FORM

SGS Academy Trust embraces diversity in all its aspects and aims to employ a workforce which reflects, at every level, the community it serves. Our aim is to create an environment which respects the diversity of staff and students enabling them to achieve their full potential, to fully contribute and to derive enjoyment from working and studying with the Trust.

The Trust aims to ensure that all actual or potential employees and students are treated fairly and appropriately regardless of age, disability, family responsibility, marital status, race, colour, ethnicity, nationality, religion or belief, gender, sexual orientation, trade union activity and unrelated criminal convictions.

**NOTE: The data recorded on this form is classified as sensitive data under the Data Protection Act 1998 and will only be used to measure how we are meeting the aims described above. By signing this form you consent to the processing of your personal data as part of the recruitment process. It will be treated in strict confidence. All data used for reporting purposes will be anonymised to prevent individuals being identified. It will not be used at any stage of the selection process.**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | | | | | | | | |
| **Personal details** | | | | | | | | | | | |
| Forename(s) | | | | | | Surname | | | | | |
| Known as | | | | | |  | | | | Date of birth | |
| Title | |  |  | |  | | |  |  | | |
| Position applied for: | | | | | | | | | | | Ref |
| Gender | Male | | | Female | | | Prefer not to say | | | | |
| Marital/ Partnership status | | | | | | | | | | | |
|  | | | | | | | | | | |  |
| **Faiths or beliefs**  The religions/faiths listed below represent the categories used in the 2011 UK population census.  **Please select the category which you feel best describes your faith or belief.** | | | | | | | | | | | |
| Christian (all denominations) | | | | | | | | Buddhist | | | |
| Hindu | | | | | | | | Jewish | | | |
| Muslim | | | | | | | | Sikh | | | |
| No Religion | | | | | | | | Prefer not to say | | | |
| Any Other Religion (please specify) | | | | | | | | | | | |

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| --- | --- |
| **Sexual orientation**  **Please tick the box which best describes you:** | |
| 1 | Heterosexual |
| 2 | Gay |
| 3 | Lesbian |
| 4 | Bisexual |
| 5 | Prefer not to say |

**Please also complete part 2 on the next page**

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| --- | --- | --- | --- | --- |
| **Disability** | | | | |
| There are many kinds of disability - some more widely understood and visible than others. Many of us may have a disability that is covered by the Equality Act 2010 without even realising it. In legal terms, a person is likely to be considered disabled if they have a physical or mental impairment that has a substantial (not minor or trivial) and long term (has lasted or is likely to last for at least 12 months) adverse affect on their ability to carry out normal day-to-day activities.  **Please tick the box that best describes your status with regard to disability:** | | | | |
| 1 | Yes – rather not say | | 4 | Yes – learning difficulty |
| 2 | Yes – physical impairment | | 5 | Yes – mental ill health |
| 3 | No | | 6 | Prefer not to say |
| If yes, please specify below any changes or adjustments you may require to your working conditions. This could include: the workplace, hours of work, premises, training or equipment - or other arrangements the Trust could make with regard to your disability. | | | | |
| **Ethnic Origin**  **Please tick the box that best describes your ethnic origin:** | | | | |
| 31 | | White – English/Welsh/Scottish/Northern Irish/British | 40 | Asian/Asian British – Pakistani |
| 32 | | White – Irish | 41 | Asian/Asian British – Bangladeshi |
| 33 | | White – Gypsy or Irish Traveller | 42 | Asian/Asian British – Chinese |
| 34 | | White – Any other | 43 | Asian/Asian British – Any other |
| 35 | | Mixed/Multiple ethnic groups - White and Black Caribbean | 44 | Black/African/Caribbean/Black British - African |
| 36 | | Mixed/Multiple ethnic groups - White and Black African | 45 | Black/African/Caribbean/Black British - Caribbean |
| 37 | | Mixed/Multiple ethnic groups - White and Asian | 46 | Black/African/Caribbean/Black British - Any other |
| 38 | | Mixed/Multiple ethnic groups - Any other | 47 | Other ethnic group - Arab |
| 39 | | Asian/Asian British – Indian | 98 | Other ethnic group - Any other |
| Country of birth | | | | |

#### CRIMINAL RECORD

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| --- |
| This post is covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, as amended in 2013. Please see the guidance notes for further information. Having a criminal record will not automatically bar you from employment with the SGS Academy Trust. The decision will depend on the nature and circumstances of the offence.  **Do you have any convictions, cautions, reprimands or final warnings that are not “protected” as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amended) 2013?  Yes /  No** If yes, please provide details and dates in a sealed envelope.  If you are invited to interview you may be required to complete a Disclosure and Barring application form, a copy of the DBS Code of Practice is available on their website or on request. |

**Signed:** ­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please send to:

SGS Group Services HR Department.

SGS College, Filton Avenue, Filton, Bristol, BS34 7AT

Telephone number: 0117 909 2329 Fax number: 0117 909 2339 Email: [recruitment@sgscol.ac.uk](mailto:recruitment@sgscol.ac.uk)