Equal Opportunities Monitoring Form

This section of the form will be detached from your application and will be used solely for equality monitoring purposes. This form will be kept separately from your application and will not be seen by the staff directly involved in the appointment.

Colfe’s School recognises and is committed to ensuring applicants and employees from all sections of the community are treated equally regardless of race, gender, disability, age, sexual orientation, religion or belief, gender reassignment, marital and civil partnership status, or pregnancy and maternity. We welcome applications from all sections of the community.

You are not obliged to complete this form but it is helpful to the School in maintaining equal opportunities. All applicants will be treated the same whether or not they provide this information.

All information provided will be treated in confidence and used as set out in the School’s Recruitment Privacy Notice and Data Protection Policy.

Please complete the form as you feel is most appropriate for you.

|  |  |  |
| --- | --- | --- |
| Position applied for: | | |
| **Ethnic origin: ✓** | | |
| * **White** | British |  |
| Any other white background  (Please specify) |  |
| Prefer not to say |  |
| * **Mixed/Multiple Groups:** | White and Black Caribbean |  |
| White and Black African |  |
| White and Asian |  |
| Other Mixed/Multiple background  (Please specify) |  |
| Prefer not to say |  |
| * **Black or Black British** | Caribbean |  |
| African |  |
| Any other Black background  (Please specify) |  |
| Prefer not to say |  |
| * **Asian or Asian British** | Indian |  |
| Pakistani |  |
| Bangladeshi |  |
| Chinese |  |
| Any other Asian background  (Please specify) |  |
| Prefer not to say |  |
| * **Other ethnic group** | Please specify |  |
| Prefer not to say |  |

|  |  |
| --- | --- |
| **Gender ✓** | |
| Please specify | |
| Prefer not to say |  |

|  |
| --- |
| **Date of Birth** |

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| --- |
| **Disabilities**  *The Equality Act defines disability as “A physical or mental impairment which has a substantial and long-term effect on a person’s ability to carry out normal day-to-day activities”.* |
| YES/NO  If YES, please state the nature of disability  *This information is used only for monitoring purposes. If you believe you may be disabled and may need any reasonable adjustments to be made in the recruitment and selection process or as part of your employment, please let the School know.* |

If you wish, you may disclose information about yourself in this section about your:

|  |
| --- |
| **Religion** |
| **Sexual orientation** |

|  |
| --- |
| **Where did you see this post advertised:** |

I hereby give my consent to Colfe’s School for processing the data supplied in this form for the purpose of equal opportunities monitoring in recruitment and selection, and if relevant, employment within the School.   
I acknowledge that my application will be treated the same whether or not I complete this form. I understand that I may withdraw my consent to the processing of this data at any time by notifying Bursar.

Name:

Signature

Date