

# Equality Impact Assessment Form

Department/Section: Student Experience Directorate

Date of Assessment: 23 February 2026 Review Due: 25/03/2027

Author/Owner: Deborah Lally - Director of SE

Signature: Deborah Lally

Date: 25/03/2026

## Step 1

Aim of proposed activity/decision/new or revised policy or procedure: The monitoring and tracking system is designed to: (1) record and monitor student attendance; (2) support the tracking of academic performance and progression; (3) identify students at risk or disengagement or underachievement; (4) enable timely interventions and support; (5) meet statutory and regulatory requirements	<b>New</b>	<input type="checkbox"/>
	<b>Revised</b>	<input checked="" type="checkbox"/>
	<b>Existing</b>	<input type="checkbox"/>

<b>Who will be affected?</b> All enrolled students (FE and HE)	<b>Who will be consulted?</b> Directors of Curriculum; Student Funding and Student Records	<b>Evidence available:</b>
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<b>Step 2 – Potential Positive/Negative/Neutral Impact Identified. (P, N, NI)</b>	Age	Disability	Gender Reassignment	Marriage/ Civil Partnership*	Pregnancy and Maternity	Race	Religion or Belief	Sex	Sexual Orientation
Eliminating Discrimination.	P	P	P	P	P	P	P	P	P
Advancing Equality of Opportunity.	NI	P	NI	NI	P	NI	P	NI	P
Promoting Good Relations.	P	P	P	P	P	P	P	P	P

<b>Step 3 – Action to be taken.</b> Risk(s): Students with disabilities and/or caring responsibility may have fluctuating attendance where systems used in isolation may incorrectly flag these students as underperforming. In addition to students with disabilities or illnesses, as well as students who may be pregnant or on maternity, may be impacted if medical appointments mean that may not be able to engage in all time-tabled classes. Religion - those who take leave to observe religions holidays/events may be impacted if they miss time-tabled classes.	<b>Summary of EIA Outcome – please tick</b>	
	No further action to be carried out.	<input checked="" type="checkbox"/>
	Amendments or changes to be made.	<input type="checkbox"/>
	Proceed with awareness of adverse impact.	<input type="checkbox"/>
	Abandon process – Stop and Rethink.	<input type="checkbox"/>

<p><b>Mitigation(s):</b>  The policy/procedure is written to ensure we remain supportive at all times, with every reasonable effort made to re-engage students before withdrawal is considered. PATS should be aware of these students, more so if they have a PLSP in place, therefore reasonable adjustments will have been implemented. However PATs before any action is taken, need to have a contextualised review before escalating. The Policy/Procedure has been written to recognised such instances where students are not in control of medical appointments / observing religious holidays/events and PATS should exercise a degree of flexibility if students are not able to attend time-tabled classes, but instead are still engaging / participating via other means (e.g online, VLE) Ultimately the PAT should have a human insight before any escalation.</p>		
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<b>Date EQIA Approved:</b> 25/03/2026	<b>Approved by:</b> B. Myles
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Please forward completed EQIA forms by e-mail to: [pc.equality.perth@uhi.ac.uk](mailto:pc.equality.perth@uhi.ac.uk)