Equality Impact Assessment Form

University of the Highlands and Islands Perth College

Department/Section: Nursery   **Date of Assessment:** Feburary 2022   **Review Due:** 2025

Author/Owner: Nursery   **Signature:** Katie Henderson   **Date:** 14.02.2022

Step 1

Aim of proposed activity/decision/new or revised policy or procedure: Staff Contingency Planning Policy contingency planning for emergency staff cover operates to ensuring statutory staff child ratios are maintained.	**New**	☐
	Revised	☒
	Existing	☐

Who will be affected?	Who will be consulted?	Evidence available:
Children, Staff, Parents and Carers	Staff, Parents and Carers	Inspection Reports Audits

Step 2

Potential Positive/Negative/Neutral Impact Identified. **P, N, N/I**	Age	Disability	Gender Reassignment	Marriage/Civil Partnership*	Pregnancy and Maternity	Race	Religion or Belief	Sex	Sexual Orientation
Eliminating Discrimination.	P	P	N/I	N/I	N/I	P	P	P	N/I
Advancing Equality of Opportunity.	P	P	N/I	N/I	N/I	P	P	P	N/I
Promoting Good Relations.	P	P	N/I	N/I	N/I	P	P	P	N/I

Step 3 Action to be taken. Ensure all new guidelines impact on the review of the procedures	**Summary of EIA Outcome – please tick**	
	No further action to be carried out.	☒
	Amendments or changes to be made.	☐
	Proceed with awareness of adverse impact.	☐
	Abandon process – Stop and Rethink.	☐

Date EQIA Approved:		**Approved by:**	

Please forward completed EIA forms by e-mail to
pc.equality.perth@uhi.ac.uk