

Policy/Procedure/Strategy: EDU Events and Workshops

Author/Owner: EDU

Signature:

Review Due: Autumn 2017

Department/Section: EDU

Date of Assessment: 11 October 2016

Date:

Step 1

Aim of proposed activity/decision/new or revised policy or procedure:

To engage staff in learning activities through workshop participation (face-to-face VC, online) to enhance teaching practice and the curriculum; and by doing so, enhance the student experience.

New
Revised
Existing

Who will be affected?	Who will be consulted?	Evidence available:
Teaching and support staff and external clients.	Disabilities Support Coordinator, Student Services A small number of attendees of previous workshops across the range of delivery methods.	Feedback from DSC on event plan Workshop documentation Completed evaluation forms Opportunity to feedback for improvements Supportal – accessible platform

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	P	P	P	P	P	P	P
Advancing Equality of Opportunity	P	P	P	P	P	P	P	P	P
Promoting Good Relations.	P	P	P	P	P	P	P	P	P

Step 3

Action to be taken

- Add a statement to evaluation forms: "We endeavor to ensure EDU events meet the needs of all those with "protected characteristics"
- Select imagery for learning resources which does not reinforce stereotypes and where possible reflects diversity/equality.
- Use appropriate language, both written and spoken, to acknowledge and understand cultural differences
- Include appropriate breaks in event programmes to support those with "protected characteristics"
- Event location for face to face events meet accessibility requirements
- Workshop documentation meets the needs of all those with "protected characteristics"
- Use the EDU's online learning content to provide greater opportunities to those with "protected characteristics" to engage with learning provided by the team.

Equality Impact Assessment Form

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

Please forward completed EIA forms to the Quality Unit