



THE UNIVERSITY *of* EDINBURGH

<p>A. Policy or Practice (name or brief description):</p> <p>Criteria for according Association Institution status</p>
<p>B. Reason for screening (delete as applicable):</p> <ul style="list-style-type: none">• Proposed new policy/practice• Proposed change to an existing policy/practice• Undertaking a review of an existing policy/practice• Other (please state):
<p>C. Person responsible for the policy area or practice:</p> <p>Name: Susan Hunter</p> <p>Job title: Academic Policy Officer</p> <p>School/service/unit: Academic Services</p>
<p>D. Screening Analysis</p> <ol style="list-style-type: none">1. Does the policy or practice affect primary or high level functions of the University? Yes2. Is the policy or practice relevant to the promotion of equality (in terms of the Public Sector Equality Duty 'needs' set out in the introduction above)? Yes3. Is the policy or practice one on which interested parties could reasonably expect the University to have carried out an EqIA? Yes
<p>E. Screening outcome</p> <p>Equality Impact Assessment required: Yes</p> <p>Record notes about the screening process or outcome here.</p> <ul style="list-style-type: none">• Assessment at update of existing policy requested by REC 5 March 2013
<p>F. Sign-off</p> <p>Screening undertaken by (name(s) and job title(s)): Susan Hunter, Academic Policy Officer</p> <p>Accepted by (name): Susan Hunter</p> <p>Date: 24 April 2013</p>

If EqIA is not being carried out, delete the remainder of this form and send the completed form to equalitydiversity@ed.ac.uk.

G. Equality Impact Assessment

1. Overview. Indicate the current status of the policy/practice or the stage of development/review. Also note any general comments here regarding the relevance and significance of the policy/practice to equality. Which aspects of the policy/practice are particularly relevant (which should be the main focus for EqIA)? On what aspects of equality does the policy/practice particularly impact? **Minor update to existing policy**
2. To which equality groups is the policy/practice relevant? Policies/practices applying to substantial groups of students or staff will be relevant to all equality groups, which should be noted. However, also indicate any equality groups for which the policy/practice is particularly relevant, and why. **Relevant to all equality groups**

The protected characteristics under the Equality Act are (delete any that are not relevant):

- Age
- Disability
- race (including ethnicity and nationality)
- religion or belief
- sex
- sexual orientation
- gender reassignment
- pregnancy and maternity
- marriage or civil partnership¹

3. What evidence is available about the needs of relevant equality groups? E.g. information/feedback from equality groups or other stakeholders, involvement or research with equality groups or individuals, equality monitoring data, service monitoring data, information for other similar policies/practices, staff surveys, research reports, demographic information, audit, inspection or management reports and recommendations.

Equality monitoring data, student experience surveys, internal audit, ELIR, UK Quality Code Chapter B10, Managing Higher Education Provision with others

4. Might the application of this policy/practice lead to discrimination, harassment or victimisation? Might it result in less favourable treatment for particular equality groups or give rise to indirect discrimination?

The policy aims to protect against these conditions

5. Are reasonable adjustments built in where they may be needed? **N/A**

6. Does the policy/practice contribute to advancing equality of opportunity²? Will it help to:

- remove or minimise disadvantage
- meet the needs of different equality groups
- encourage increased participation of particular groups
- take account of disabled people's impairments? **N/A**

¹ Note: only the duty to eliminate discrimination applies to marriage and civil partnership. There is no need to have regard to advancing equality or opportunity or fostering good relations in this respect.

² This question does not apply to the protected characteristic of marriage or civil partnership

7. Is there an opportunity in applying this policy/practice to foster good relations between people in any protected group and those who are not³? Will it help to tackle prejudice and/or promote understanding? **N/A**
8. Is there evidence (or an expectation) that people from different equality groups have different needs or experiences in relation to the policy/practice? If so, what are they? **N/A**
9. Is there evidence (or an expectation) of higher or lower uptake by any equality group(s)? If so, give details of the differences and the reasons for these (if known)? **No**
10. Is any equality group excluded from participating in or accessing the service or functions? If so, why? **No**
11. Does the policy/practice create any barriers for any other groups? For example, because of the time when the service is delivered or because of restricted income? Is the communication of the policy/practice accessible to all groups? **No**
12. How are relevant equality groups or communities involved in the development, review and/or monitoring of the policy or practice?
Committee representation, student experience surveys
13. Are there any other points to note regarding the potential or actual impact of applying the policy or practice, with regard to the need to eliminate discrimination, advance equality and promote good relations? If so, note these here. **No**

H. Equality Impact Assessment Outcome

There is a legal obligation to take account of the results of the EqIA in the development of a new or revised policy or practice. This requires considering taking action to address any issues identified, such as removing or mitigating any negative impacts, where possible, and exploiting any potential for positive impact. Clearly any unlawful discrimination must be eliminated.

Having considered the answers in section G, select one of the four options below to indicate how the development/review of the policy/practice will be progressed. Delete the options that do not apply.

Option 1: No change required – the assessment is that the policy/practice is/will be robust. There is no evidence of potentially unlawful discrimination and all reasonable opportunities to advance equality and foster good relations have been taken, subject to continuing monitoring and review.

³ This question does not apply to the protected characteristic of marriage or civil partnership.

I Action and Monitoring

1. Specify the actions required to implement the findings of this EqIA. **None**
2. State how the policy or practice will be monitored in relation to its equality impact (or note where this is specified above). **Policy review cycle**
3. When will the policy/practice next be reviewed? **June 2014**

J. Publication of EqIA

EqIAs are published on the Equality and Diversity website.

There is a statutory requirement to publish EqIAs within a reasonable period. However, in some circumstances there may be valid reasons to limit what is published or to delay publication.

Can this EqIA be published in full, now? Yes

J. Sign-off

EqIA undertaken by (name(s) and job title(s)): Susan Hunter, Academic Policy Officer

Accepted by (name): Susan Hunter

Date: 6 June 2013

Retain a copy of this form for your own records and send a copy to equalitydiversity@ed.ac.uk.