



Equality Impact Assessment Template

Before carrying out EqIA, you should familiarise yourself with the University's EqIA Policy Statement and Guidance and Checklist Notes, and undertake our online training on Equality and Diversity and EqIA. These, along with further information and resources, are available at www.ed.ac.uk/schools-departments/equality-diversity/impact-assessment

EqIA covers policies, provisions, criteria, functions, practices and activities, including decisions and the delivery of services, but will be referred to as 'policy/practice' hereinafter.

A. Policy/Practice (name or brief description):

Handbook for Boards of Examiners for Taught Courses and Programmes

B. Reason for Equality Impact Assessment (delete as applicable):

- Proposed change to an existing policy/practice

C. Person responsible for the policy area or practice:

Name: **Adam Bunni**

Job title: **Head of Governance and Regulatory Team**

School/service/unit: **Academic Services**

D. An Impact Assessment should be carried out if any of the following apply to the policy/practice, if it:

- affects primary or high level functions of the University
- is relevant to the promotion of equality (in terms of the Public Sector Equality Duty 'needs' as set out in the Policy and Guidance)?
- It is one which interested parties could reasonably expect the University to have carried out an EqIA?

E. Equality Groups

To which equality groups is the policy/practice relevant and why? (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

The Handbook applies to the decisions made by Boards of Examiners in relation to all of our students on taught courses and programmes, and, therefore, affects all equality groups. The Handbook consists of content from existing policies which has been compiled into a more accessible format; the change of format should raise no new equality concerns.

Add notes against the following statements where applicable/relevant:

- On any available information about the needs of relevant equality groups:

Data is available regarding programme outcomes for some protected characteristic groups and is monitored via the University's Equality and Diversity Monitoring and Research Committee (EDMARC). Some of this data will be made available for monitoring via the forthcoming Student Data Dashboards.

- Any gaps in evidence/insufficient information to properly assess the policy, and how this be will be addressed:

N/A

- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups:

N/A

- If the policy/practice contributes to advancing equality of opportunity²

Boards of Examiners operate anonymously wherever possible; this promotes equality in their handling of decisions relating to students with protected characteristics.

- If there is an opportunity in applying this policy/practice to foster good relations:

N/A

- If the policy/practice create any barriers for any other groups?

N/A

- How the communication of the policy/practice is made accessible to all groups, if relevant?

The policy will be made available in alternative formats as required.

- How equality groups or communities are involved in the development, review and/or monitoring of the policy or practice?

Curriculum and Student Progression Committee, which is responsible for the policy, includes representation from Edinburgh University Students' Association, who provide input on behalf of their Liberation Groups, which represent equality groups.

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

- Any potential or actual impact of applying the policy or practice, with regard to the need to eliminate discrimination, advance equality and promote good relations:

N/A

F. Equality Impact Assessment Outcome

Select one of the four options below to indicate how the development/review of the policy/practice will be progressed and state the rationale for the decision. (Delete the options that do not apply):

Option 1: No change required – the assessment is that the policy/practice is/will be robust.

G. Action and Monitoring

1. Specify the actions required for implementing findings of this EqIA and how the policy or practice will be monitored in relation to its equality impact (or note where this is specified above).

No actions required.

2. When will the policy/practice next be reviewed?

2016/17

H. Publication of EqIA

Can this EqIA be published in full, now? **Yes**

If No – please specify when it may be published or indicate restrictions that apply:

I. Sign-off

EqIA undertaken by (name(s) and job title(s)): **Adam Bunni, Head of Governance and Regulatory Team, Academic Services**

Accepted by (name): **Tom Ward, Director, Academic Services**

[This will normally be the person responsible for the policy/practice named above. If not, specify job-title/role.]

Date: **7/11/16**

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