



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): School Director of Quality Role Outline
B. Reason for Equality Impact Assessment (Mark yes against the applicable reason): <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 Yes• Other (please state):
C. Person responsible for the policy area or practice: Name: Nichola Kett Job title: Academic Policy Manager 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: <ul style="list-style-type: none">• 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? (add notes against the following applicable equality group/s) The Role Outline applies to all staff who take on the role of School Director of Quality and therefore could be relevant to any of the protected characteristics. <ul style="list-style-type: none">• Age• Disability• race (including ethnicity and nationality)• religion or belief• sex• sexual orientation

- gender reassignment
- pregnancy and maternity
- marriage or civil partnership¹

Add notes against the following applicable statements:

- On any available information about the needs of relevant equality groups: **None**
- Any gaps in evidence/insufficient information to properly assess the policy, and how this be will be addressed: **None**
- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups: **No**
- If the policy/practice contributes to advancing equality of opportunity² **No**
- If there is an opportunity in applying this policy/practice to foster good relations: **No**
- If the policy/practice create any barriers for any other groups? **No**
- How the communication of the policy/practice is made accessible to all groups, if relevant? **The information can be made available in different formats.**
- How equality groups or communities are involved in the development, review and/or monitoring of the policy or practice? **The Senate Quality Assurance Committee which owns the Role Outline has representation from across the University and Edinburgh University Students' Association. This is a minor review of the Role Outline in response to feedback which identified a need to simplify the document and present the information in a clearer way in order to help School Directors of Quality better understand their role and with recruitment into the role.**
- 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: **School Directors of Quality are appointed by Heads of School and would be able to discuss the responsibilities and practical application of the role.**

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

Option 1: No change required – the assessment is that the policy/practice is/will be robust. The changes made are largely cosmetic and do not change the role in a material way.

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 specific actions identified. The EqIA will be reviewed when the Role Outline is next reviewed. The updated Role Outline will be discussed at Senate**

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

Quality Assurance Committee on 19 September 2017 and, following approval of any changes, communicated to School Directors of Quality.

2. When will the policy/practice next be reviewed? **Academic Session 2020/21**

H. Publication of EqlA

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

I. Sign-off

EqlA undertaken by (name(s) and job title(s)): **Nichola Kett, Academic Policy Manager, Academic Services**

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

Date: **1 September 2017**

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