BANGOR UNIVERSITY
EQUALITY IMPACT ASSESSMENT

The process of Equality Impact Assessment (EIA) should be embedded into new policy development, policy review, strategic and operational decisions[1] in order that inequalities and discrimination are eliminated or addressed at the earliest opportunity.

This checklist forms part of the university's approach to equality impact assessment and should be used to assess the impact of the policy on groups with protected characteristics as outlined by the Equality Act 2010.

EQUALITY GROUPS:

Age	Disability	Gender Re-assignment	Pregnancy and maternity	Welsh Language
Race	Religion and belief	Sex	Sexual orientation	Contract Type
Marriage and civil partnership				

Note –It is good practice to consider issues relating to Welsh Language and Contract type although these areas are covered by legislation other than the Equality Act 2010.

Policy Name or Title: -

Code of Practice 04: Code of Practice for Careers Education, Information and Guidance

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[1] Although the word POLICY is used throughout this template it should be changed to STRATEGY / OPERATIONAL DECISION as appropriate

About the Policy:	
What is the purpose of the Policy?	This Code outlines the provision of career guidance available to students.
Who is responsible for the Policy?	Director of Student Services
How does the Policy link to the University's strategic priorities?	Strategic Priority 1: "An Excellent Education and Student Experience"
Which Groups are stakeholders in the Policy?	Students Staff
Will the Policy be applied uniformly to all areas of the University?	Yes
Please state which groups the Policy applies to.	Students

Have the following been considered? (requirement of the Public Sector Equality Duty)	
Could any elements of the Policy be directly or indirectly discriminatory?	This Code outlines the provision of career guidance available to all students.
Could the Policy be used to promote diversity and equal opportunities?	The code of practice is intended to ensure that all parties have equal opportunities.
Could the Policy be used to promote good relations?	With employers and external partners.

Monitoring	
What quantitative or qualitative data is available to advise the Policy?	Service user data from the Employability Service enables us to monitor how effectively the policy is meet the needs of students.

Consultation	
What Groups have been consulted in drafting the Policy?	The Senate Regulations and Special Cases Committee is responsible for the approval and amendment of this code.
How has consultation taken place?	Regular meetings of the key stakeholders occur each year and records kept.
How has consultation informed the development of the Policy?	Consultation with key stakeholders has occurred to increase accessibility of the code to users. The code has a set review cycle whereby developments will be captured.

Implementation	
How will the Policy be implemented?	The code will be available online at www.bangor.ac.uk and also in print upon request.
Who will be responsible for the implementation of the Policy?	Student Services are responsible for managing the procedure.

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Monitoring	
How will the Policy be monitored to ensure that it is achieving its aims?	SES undertaking regular evaluation of core CEIG services with service usage date, measures of impact and client feedback being reported to the Director of Student Services for inclusion in the Student Service Annual Report which is presented at Senate and the Student Experience Strategy Group. CEIG services and provision reported on annually against targets set by the University's HEFCW Fee & Access Plan.
Who will be responsible for monitoring the Policy?	Senate Regulations and Special Cases Committee.
How will the Policy be monitored to ensure that it does not disadvantage particular groups?	Any equality issues that arise will be explored and any reasonable adjustments shall be made.
When will the Policy be reviewed to see if it is achieving its aims and objectives?	This code of practice is on a 3 year review cycle however is tested each time that it is used.

Resource implications	
Training – are there any training requirements associated with the development, implementation or monitoring of this Policy?	
What are the other resource implications of implementing the Policy (including time and workload)?	Online resources are being developed and will be made available at www.bangor.ac.uk

RECOMMENDATIONS AND REVIEW DATE	
3 years	
IMPACT ASSESSMENT SIGNATURE AND DATE	
Maria Lorenzini	25 March 2020