

# Equality Impact Assessment Template

The purpose of an Equality Impact Assessment (EqIA) is to improve the work of Orkney Islands Council by making sure it promotes equality and does not discriminate. This assessment records the likely impact of any changes to a function, policy or plan by anticipating the consequences, and making sure that any negative impacts are eliminated or minimised and positive impacts are maximised.

1. IDENTIFICATION OF FUNCTION, POLICY OR PLAN	
Name of function/policy/plan to be assessed	KGS Restructure of School Week
Service/service area responsible	Education and Leisure Services
Name of person carrying out the assessment and contact details	Marilyn Richards, ELS, OIC Ext 2429
Date of assessment	10 January 2012
Is the function/policy/plan new or existing? (Please indicate also if the service is to be deleted, reduced or changed significantly)	New plan – to restructure KGS school week to 33 periods to meet Scot Gvt PE, RME and curriculum requirements

2. INITIAL SCREENING	
What are the intended outcomes of the function/policy/plan?	Provide a curriculum that meets national requirements and is fit for purpose
State <b>who</b> is, or may be affected by this function/policy/plan, and <b>how</b>	KGS staff, pupils, parents, transport providers, catering staff, cleaning staff, Picky
How have stakeholders been involved in the development of this function/policy/plan?	Full consultation with all stakeholders in line with OIC Community and Consultation guide
Is there any existing data and/or research relating to equalities issues in this policy area? Please summarise.  e.g. consultations, national surveys, performance data, complaints, service user	Evidence that many schools across Scotland have successfully moved to 33 period week to provide a wider choice and meet requirements for RME, PE and the new curriculum

feedback, academic/consultants' reports, benchmarking (see equalities resources on OIC information portal)	
Could the function/policy have a differential impact on any of the following equality strands?	(Please provide any evidence – positive impacts/benefits, negative impacts and reasons)
1. Race: this includes ethnic or national groups, colour and nationality	No
2. Sex: a man or a woman	No
3. Sexual Orientation: whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes	No
4. Gender Reassignment: the process of transitioning from one gender to another	No
5. Pregnancy and maternity	No
6. Age: people of different ages	12-18 (secondary age pupils)
7. Religion or beliefs or none (atheists)	No
8. Caring responsibilities	May impact on parents if school closes early on some days and younger secondary children need supervision
9. Marriage and Civil Partnership	No
10. Disability: people with disabilities (whether registered or not)	Changes may disrupt the smooth running of the school day for pupils with additional and complex needs

<b>3. IMPACT ASSESSMENT</b>	
Does the analysis above identify any differential impacts which need to be addressed?	a Meeting needs of all isles pupils b Meeting needs of all learners
How could you minimise or remove any potential negative impacts?	a consideration will need to be given to ensure pupils from remote islands access at least as much time in school as they do now.  b additional individual discussion and consultation with pupils in the Curriculum Support dept and their parents once the proposal and timings are agreed.
Do you have enough information to make a judgement? If no, what	All consultations and returns will be collated and

information do you require?	analysed to inform proposed changes
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#### 4. CONCLUSIONS AND PLANNED ACTION

Is further work required?	Yes
What action is to be taken?	Amendments to proposals to be shared with all stakeholders before final decision is taken
Who will undertake it?	HT, KGS and School Link Officer, Education Dept
When will it be done?	March 2012
How will it be monitored? (e.g. through service plans)	School will monitor arrival and departure times for transport. Feedback from all stakeholders as to how changes are working will be sought.

Signature

Date 10 January 2012

Name MARILYN RICHARDS  
(BLOCK CAPITALS)

**Please sign and date this form, keep one copy and send a copy to Corporate and Community Strategy. It should also be emailed to Corporate and Community Strategy.**