

**Equality Questionnaire**

This questionnaire is a pre Equality Impact Assessment tool which will enable you to decide whether or not the **new, proposed or significantly changed** policy/ practice/ procedure/ function/ service needs to go through a full Equality Impact Assessment. For further information on the equality questionnaire see the guidance.

<b>Name of policy/ practice/ procedure/ function/ service being assessed:</b>		School Admissions Consultation entry 2019	
<b>Department and Section:</b>		Children and Families Dept	
<b>Name of lead officer and others completing this assessment:</b>		Gurjit Singh Bahra	
<b>Contact telephone numbers:</b>		0116 3056324	
<b>Date EIA assessment completed:</b>			
<b>1.</b>	What is its purpose?	<b>Ensure consultation is EIA robust</b>	
<b>2.</b>	What are its main objectives?	<b>Ensure no one is disadvantaged</b>	
<b>3.</b>	What will it achieve? Who are its beneficiaries?	<b>Transparency both parents and LA</b>	
<b>4.</b>	Who is responsible for implementing it?	<b>School admissions Service</b>	
		<b>Yes</b>	<b>No</b>
<b>5.</b>	Has prior consultation on the proposal been undertaken?		<b>No</b>
<b>6.</b>	Has this consultation indicated any dissatisfaction with it from a particular section of the community?		<b>No</b>
<b>7.</b>	If yes to Question 6, please state what this dissatisfaction is:		
		<b>Yes</b>	<b>No</b>
<b>8.</b>	Is there evidence or any other reason to suggest that it could have a different effect or adverse impact on any section of the community? Or more specifically, one or more of the protected characteristics?		<b>No</b>
<b>9.</b>	Is a system in place to monitor its impact?	<b>Yes</b>	
<b>10.</b>	If yes to Q9, what does this monitoring show?  <b>Various school admission and school appeal statistics are maintained in order to pick-up and address concerns.</b>		
<b>Note:</b> If no to Question 9, you will need to ensure that monitoring systems are established to check for impact on all nine protected characteristics.			
<b>11.</b>	Who is likely to be affected by the proposal? Which of the protected characteristics? <b>(Please tick)</b> Explain how each protected characteristic is likely to be affected below: [NB. Alternatively, if no protected characteristic is deemed to be affected, please explain why]		

		Yes	No	Comments
Age			X	
Disability			X	
Gender Reassignment			X	
Marriage and Civil Partnership			X	
Pregnancy and Maternity			X	
Race			X	
Religion or Belief			X	
Sex			X	
Sexual Orientation			X	
Other groups e.g. rural isolation, deprivation, health inequality, carers, asylum seeker and refugee communities, looked after children, deprived or disadvantaged communities			X	
Community Cohesion			X	
12.	Other comments:			
13.	<b>Decision:</b>			
	No Impact <input type="checkbox"/>	Positive Impact <input type="checkbox"/>	Neutral Impact <input checked="" type="checkbox"/>	Negative Impact or Impact Not Known <sup>1</sup> <input type="checkbox"/>
<b>Note:</b> If ticked 'Negative Impact or Impact Not Known' box at Question 15, will need to progress to full EIA.				
14.	Proceed to full EIA?	Yes <input type="checkbox"/>		No <input checked="" type="checkbox"/>
15.	What are your reasons for your decision? Changes will affect any one group negatively.			

1<sup>st</sup> Authorised signature (Lead Officer): Gurjit Singh Bahra



Date:

2<sup>nd</sup> Authorised Signature (Member of DMT):

Date:

Once completed and authorised by the Departmental Equalities Group, this Equality Questionnaire will need to be published on our website. Please send a copy of this form to the Members Secretariat in the Chief Executives Department to [louisa.jordan@leics.gov.uk](mailto:louisa.jordan@leics.gov.uk)

<sup>1</sup> 'Impact Not Known' – tick this box if there is no up-to-date data or information to show the effects or outcomes of the function, policy, procedure or service on all of the equality strands.