# 

EQUALITIES MONITORING FORM

Alexandra Palace is committed to working towards equality of opportunity and will not discriminate either directly or indirectly because of race, sex, sexual orientation, gender reassignment, religion or belief, marital or civil partnership status, age, disability, or pregnancy and maternity

Although you are not required to complete this form, we would like to encourage you to do so because receiving this information will mean we can undertake analysis to either ensure our processes are fair or make changes to how we work.

All information will be treated in confidence. The questionnaire will be stored securely and used only to provide statistics for monitoring purposes.

**Employee’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Job Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

To answer the questions below please highlight and click into the ‘Choose an item’ box, an arrow will appear at the side of the box and then you can select your answer from the drop-down list. Please save this document with your choices before returning to the HR department.

1. **Age Range** (please select from drop down menu)

Choose an item.

1. **Sex** (please select the term that best describes your sex)

Choose an item.

1. **Trans**

*Trans is an umbrella term to describe people whose gender identity is not the same as, or does not site comfortably with, the sex they were regarded at birth.*

**Do you consider yourself to be trans?** (please select from drop down menu)

Choose an item.

1. **Disability**

*Under the Equality Act 2010, a person is considered to have a disability if she/he has a physical or mental impairment which has a substantial long-term adverse effect on her/his ability to carry out normal day-to-day activities*

**Are you disabled?**

Choose an item.

**If yes, please tell us which of the following impairment groups apply to you** (select from drop down menu)

Choose an item.

1. **National Identity**

**How would you describe your national identity?** (please select from the drop down menu)

Choose an item.

If your national identity does not appear in the list above, please specify:\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Ethnicity**

**Please select the box that best describes your ethnic group**

**Asian or Asian British: Black, Black British, Caribbean or African:**

Choose an item.Choose an item.

**Mixed or multiple ethnic groups: White:**

Choose an item. Choose an item.

1. **Sexual Orientation**

**Which of the following best describes your sexual orientation?** (please select from the drop down menu)

Choose an item.

If you selected ‘I use another term’, please specify:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Religion or belief**

Choose an item.

If you selected ‘prefer to self-describe’ please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Pregnancy and maternity** (please select from the drop down menus)

**Are you pregnant?** Choose an item.

**Have you had a baby in the last 12 months?** Choose an item.

1. **Marriage and Civil Partnership** (please select the box that best describes you)

Choose an item.

1. **Socioeconomic status**

Please tick which of the following benefits you receive, if any. If you receive more than 1 benefit, please select 1 item from each additional box.

Choose an item.

Choose an item.

Choose an item.

Choose an item.

1. **Education**

Please select the highest qualification you have. If your UK qualification is not listed, select the box that is its nearest equivalent. If you have qualifications gained outside the UK, select ‘Foreign qualifications’ and specify in the space below

Choose an item.

1. **Language**

**Please select your preferred language**

Choose an item.

If you selected ‘other’, please specify:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Data protection:** Alexandra Palace treats personal data collected for reviewing equality of opportunity in recruitment, selection and employment within the organisation in accordance with its data protection policy. Information about how your data is used and the basis for processing is provided in the organisation's employee privacy notice.

I hereby give my consent to Alexandra Palace processing the data supplied in this form for the purpose of equal opportunities monitoring in recruitment and selection and employment within the organisation I understand that I may withdraw my consent to the processing of this data at any time by notifying Human Resources.

Signed employee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_

**Thank you for completing this Form.**