Does this new (or revised) policy or function impact upon staff, students or any other groups of people?

- No Equality Analysis required (a brief note of reasons why not is needed)

Are different groups of people potentially impacted in different ways?

- Yes
  - Can you be sure? (evidence will be needed)

- No
  - No Equality Analysis required (a brief note of reasons why not is needed)

Protected characteristics **:
- Race
- Religion or Belief
- Sex (Gender)
- Gender Identity
- Disability
- Age
- Sexual Orientation
- Marriage & Civil Partnerships
- Pregnancy, Maternity etc
- Other (e.g. Associative discrimination)

Equality Analysis Required

Explore ways in which groups may be affected by the policy, using all protected characteristics. Pay particular attention to differences in impact. Remember to also consider intersectional impacts (i.e. where someone belongs to more than one protected group). Use evidence.

Actions:
Identify amendments to policy and /or future action points to mitigate any discriminatory impact

Summary and Recommendations:
Is there any potential discriminatory impact on groups that needs to be considered further? Are the actions identified sufficient to address/eliminate any differential impact?

- Yes
  - Move to policy sign-off by relevant committee, identifying a review date.

- No