

Equal opportunities monitoring form



Haileybury is committed to ensuring that applicants and employees from all sections of the community are treated equally and not discriminated against on the grounds of age, disability, sex, gender reassignment, pregnancy, maternity, marital or civil partnership status, race (which includes colour, nationality and ethnic or national origins), sexual orientation, trade union membership, religion or belief.

This form assists us in monitoring who is applying for employment with us, our adherence to equal opportunities best practice and our progress towards identifying any barriers to diversity among our employees.

This form will be kept separate from your application form and will be kept securely. Unsuccessful applications are normally kept for 6 months and then destroyed as confidential waste. Data collected from successful applicants will be recorded on their personal records.

We would be grateful if you would fill in this form and return it with your application form. You are not obliged to answer all questions, but the more information you supply, the more effective our monitoring will be. All information supplied will be treated in the strictest confidence. Thank you for your assistance.

*Please complete in block capitals or type script, ticking the boxes which most closely relate to you.*

Name Click or tap here to enter text.

**1. Please state which job you have applied for and the date of you application:**

Job applied for Click or tap here to enter text.

Date of application Click or tap to enter a date.

**2. Where did you hear about the job for which you have applied?**

Newspaper  If ticked, please specify which newspaper

Click or tap here to enter text.

School website  Indeed

Friend

Other  If ticked, please specify.

Click or tap here to enter text.

**3. What is your gender?**

Male  Female

**4. Is your age between:**

16-24  25-34

35-44  45-54

55-64  65+

**5. How would you describe your nationality and/or ethnicity:**

**White: Black or black Chinese or other**

**British: ethnic Group:**

British - English  Caribbean  Chinese

Scottish

Welsh

Irish  African  Any other

ethnic Group

Any other white  Any other

background black background

**Mixed race: Asian or Asian**

**British:**

White and black  Indian

Caribbean

White and black  Pakistani

African

White and Asian  Bangladeshi

Any other mixed  Any other

background Asian background

**6. How would you describe your religion?**

My religion is Click or tap here to enter text.

I am not religious  Prefer not to say

Signed…………………………………………….…………………..

Date Click or tap to enter a date.

Please return this **Equal opportunities monitoring form** separately from your completed application form.