

Equality and Diversity Monitoring Form

Date policy agreed August 2022

Date policy reviewed November 2023

Date due for review November 2024

Produced by Denise Robinson – Project Support

Reviewed by Sue Lee - Trustee

Club review dates N/A



Equality and Diversity Monitoring Form

Introduction

We recognise the benefits of a diverse community of employees, volunteers and members, and are committed to being an inclusive organisation, where everyone is treated with respect, dignity and where there is equal opportunity for all.

We are committed to eliminating discrimination from our volunteer and employee recruitment and day to day practice. We will take steps to ensure that volunteers and employees are recruited, trained and developed based on ability, the requirement for the role and the need to maintain an effective and efficient service.

To monitor our effectiveness and to comply with the obligations placed on us under equalities legislation, we collect and analyse the following information. All volunteers and employees are requested to complete this form which will be used for monitoring purposes only and will be stored securely. At the point of induction, all volunteers and employees are asked if any reasonable adjustments should be made in order for them to fulfill their role.

How to fill in the online form

Please complete the form by ticking the relevant boxes and by giving as much information as possible. You can choose not to fill in any or all the sections, and whether you choose to do so will have no effect on your application to volunteer or work with us.

Click HERE for form.

Data Protection

The data you provide is subject to the provisions of the Data Protection Act 1998 (GDPR 2018). By completing this form and returning it to us, whether electronically or by hand, you are giving your permission for us to process the data for equal opportunities monitoring purposes. This information will be held confidentially and will only be used for the purposes of equal opportunities monitoring. All data will be treated as strictly confidential.



Appendix 1

Detail of Policy Reviews

Date	Reviewed by	Reason for review	Club review
September 2022	Sue Lee - Trustee	Creation of document	N/A
November 2023	Vickie Hillier –	Annual Review	N/A
	Deputy Chief Officer		