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**Equal Opportunities Applicant Monitoring Form**

***This form will be detached from your application and will be used solely for monitoring purposes. It is not part of the selection process.***

Please return this form to recruitment@st-hildas.ox.ac.uk

*Please answer the questions by completing or ticking the appropriate box.*

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|  |
| **Sex** | Male: |  | Female: |  | Prefer not to say |  |  |  |
|  |
| **Age** |
|  |    | <18 |  |    | 18-25 |  |    | 26-30 |  |    | 31-35 |  |    | 36-40 |  |    | 41-45 |  |    | 46-50 |  |    | 51-55 |  |  |  56-60 |
|  |
|  |  | 61-65 |  |  | 66-70 |  |  | 71 + |  | Prefer not to say |  |
|  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Disability** |  |  |  |  |  |  |
| 3. | Do you have a disability or long term medical condition? i.e. a physical or mental impairment, and the impairment has a substantial and long-term adverse effect on your ability to carry out normal day-to-day activities. |
|  |  | Yes, please complete Q4. |  |  | No known disability |  |  | Prefer not to say |
|  |  |
| 4. |  Please tick one or more boxes: *The definitions of disability are those of the Higher Education Statistic Agency* |
| *4.1:* |  | Two or more impairments and/or disabling medical conditions | *4.6:* |  | A mental health condition, such as depression, schizophrenia or anxiety disorder |
|  |  |
| *4.2:* |  | A specific learning difficulty such as dyslexia, dyspraxia or AD(H)D | *4.7:* |  | A physical impairment or mobility issues, such as difficulty using arms or using a wheelchair or crutches |
|  |  |
| *4.3:* |  | General learning disability (such as Down’s syndrome) | *4.8:* |  | Deaf or serious hearing impairment |
| *4.4:* |  | A social/communication impairment such as Asperger’s syndrome/other autistic spectrum disorder | *4.9:* |  | Blind or a serious visual impairment uncorrected by glasses |
|  |  |
| *4.5:* |  | A long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy | *4.10:* |  | A disability, impairment or medical condition not listed above. Please state: ……………………………………… |
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| **Ethnic Origin** |
| 5. | **Please describe your ethnic origin: *(please tick one box only)*** |
|  | *The ethnic origin definitions are those of the Higher Education Statistic Agency.* |
| **White** | **Black or Black British** | **Asian or Asian British** |
| *5.1:* |  | White | *5.5:* |  | Black or Black British -Caribbean | *5.8:* |  | Asian or Asian British - Indian |
|  | *5.6:* |  | Black or Black British - African | *5.9:* |  | Asian or Asian British - Pakistani |
| ***Gypsy or Traveller*** | *5.7:* |  | Other Black Background | *5.10:* |  | Asian or Asian British-Bangladeshi |
| *5.2:* |  | Gypsy or Irish Traveller |  | *please specify:………………………..* | *5.11:* |  | Chinese |
|  |  | *5.12:* |  | Other Asian Background |
|  |  | *please specify:……………………* |
| **Arab** | **Mixed** | **Other Ethnic Group** |
| *5.13:* |  | Arab | *5.14:* |  | White and Black Caribbean | *5.18:* |  | Any other |
|  | *5.15:* |  | White and Black African |  |  *please specify ………………………* |
|  | *5.16:* |  | White and Asian |  |  |
|  | *5.17:* |  | Other Mixed Background | *5.19:* |  | Prefer not to say |
|  |  | *please specify:…………………* |  |
|  |

**Why do we collect this data?**

The Equality Act 2010 brings together and extends existing equality legislation. The Act introduces protected characteristics in relation to which discrimination is unlawful. The protected characteristics under the Act are:

|  |  |
| --- | --- |
| * age
 | * race
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| * disability
 | * religion or belief (including lack of belief)
 |
| * gender reassignment
 | * sex
 |
| * marriage and civil partnership
 | * sexual orientation
 |
| * pregnancy and maternity
 |  |

Higher education institutions have a duty to have effective arrangements for the collection and analysis of data for equality monitoring purposes. Any information given will be used ***only*** to support the College’s diversity and equal opportunities policy and in accordance with the principles of the Data Protection Act 1998. The information will be will be kept strictly confidential and separate from your name and your application. The information you give will be retained only for statistical purposes and is anonymous.

Entry into employment with the College and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post. Subject to statutory provisions, no applicant or employee will be treated less favourably than another because of any of the above protected characteristics. In all cases, ability to perform the job will be the primary consideration.