

EQUALITY IMPACT ASSESSMENT

SCREENING DOCUMENT

Name of Policy, Procedure or Report School Terms and Holidays 2017/18 and 2018/19

Lead Department/Service People – Schools and Learning

What is the aim of the policy, procedure or report?

To seek approval to finalise dates for the 2017/18 and 2018/19 school terms and holiday dates arising from a consultation exercise with school staff, Parent Councils and Trade Unions.

Is this a new or a review of an existing policy, procedure or report?

Update to existing policy.

Screening Process

1. Has the policy, procedure or report already been assessed for its impact on age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? **If yes, go to 1 a. If no, go to 1 b.**

1 a. Unless there have been significant changes, no further action is required. **Please sign and date below at 3, and retain for reference.**

1 b. Does the policy, procedure or report involve or have consequences for the people the council serves or employs?
If yes, go to 2. If no, go to 1 c.

1 c. Please state why not

The policy, procedure or report is not relevant and no further action is required. Sign and date below at 3.

2. Is the policy relevant to one or more of the protected characteristics? **If yes, go to 2 a. If no, go to 2 b.**

2 a. Proceed to Step 1 of the Full Impact Assessment on page 2.

2 b. Please state why not

The policy, procedure or report is not relevant and no further action is required. Sign and date below at 3.

3.Name: Pauline Stephen

Position: Head of Schools and Learning **Date:** 29/04/15