



LA035

## EQUALITY ANALYSIS

### INITIAL SCREENING TOOL

**Title of policy/service/function/procedure/programme/ or strategy being assessed: HR039 Policy on the management of safeguarding allegations against staff**

Is it new  or revised

(If revised, please attach a copy of the original Equality Analysis.)

**Senior Manager Responsible** Andrew Buchanan

**Department** Human Resources

Title: Equality Analysis Tool & Guidance	Version: 1.1
Date: 12/07/2011	Owner: Equality and Inclusion

**EQUALITY ANALYSIS SCREENING TEAM** (Please enter below the names of the project team members who carried out this initial screening with you and their role in the screening (e.g. team colleague or critical friend)).

Name	Department	Role
Andrew Buchanan	HR	Senior HR Manager
Steve Sale	HR	Head of Operational Workforce Modernisation, Critical Friend

**Date of screening** 15/8/14

**Please summarise below the aims and objectives of this policy/service/function etc. including any intended outcomes.**

This Policy sets out the Trust's position as well as individuals' responsibilities when allegations concerning the safeguarding of children and vulnerable adults are raised against employees and others working on the Trust's behalf. Allegations may relate to current or past behaviour and may be raised via a variety of routes including the Whistleblowing Policy.

**Please state below who is intended to benefit from this policy/service/function etc. and in what way.**

It is primarily aimed at the protection of patients – particularly children and vulnerable adults.

Title: Equality Analysis Tool & Guidance	Version: 1.1
Date: 12/07/2011	Owner: Equality and Inclusion

Please state in the table below whether the policy/service/function etc. could have any potential impact on anyone from a “protected characteristic” group, whether service users, staff or other stakeholders

<b>“Protected Characteristic Group”</b>	<b>Is there likely to be a positive or neutral impact in regard to:</b>	<b>If the impact is adverse, can this be justified on the grounds of promoting equality of opportunity for a “protected characteristic” group or for another reason?</b>
<b>Age</b>	Yes	
<b>Disability</b>	Yes	
<b>Gender Reassignment</b>	No	
<b>Marriage and Civil Partnership (duty only applies to elimination of discrimination)</b>	No	
<b>Pregnancy and Maternity</b>	No	
<b>Race</b>	No	
<b>Religion or Belief</b>	No	
<b>Sex</b>	No	
<b>Sexual Orientation</b>	No	

Can the policy/service/function etc. be used to advance equality and foster good relations, including for example, participation in public life? If so, how?

To provide guidance in relation to allegations concerning safeguarding.

Title: Equality Analysis Tool & Guidance	Version: 1.1
Date: 12/07/2011	Owner: Equality and Inclusion

**Please provide and summarise below any relevant evidence for your declaration above, including any engagement activities – this could include for example the results of specific consultations, complaints or compliments, customer satisfaction or other surveys, service monitoring and take-up, comments from stakeholders and demographic data.**

**Are there any gaps in the evidence you have which make it difficult for you to determine whether there would be an adverse impact?**

**No  Yes**

**If yes, please state below how you intend to acquire this evidence and your timescales for doing so.**

**You must complete a full Equality Analysis if you have identified a positive or negative potential impact for any “protected characteristic” group, which is not legal or justifiable or if you have identified any gaps in evidence which make it difficult for you to determine whether there would be adverse impact. Please insert below any issues you have identified/recommendations for the full Equality Analysis.**

Title: Equality Analysis Tool & Guidance	Version: 1.1
Date: 12/07/2011	Owner: Equality and Inclusion

If you have only identified a neutral or positive impact on any “protected characteristic” group then no further action is required, other than having your Director sign off this form, a copy stored on the shared drive and sent to Communications for publication on the Trust’s website.

Name of Assistant Director: Tony Crabtree

Signature:



Date: 15/8/14

Title: Equality Analysis Tool & Guidance	Version: 1.1
Date: 12/07/2011	Owner: Equality and Inclusion