

## Equality Impact Assessment

1. Name of the change, strategy, project or policy:		<b>Resolving Grievances at Work</b>	
2. Name of person completing this form:		<b>Schools HR Project Team</b>	
3. Has the policy/practice been assessed to consider any negative impact on the key groups?			
Yes. As this policy is based upon identified good practice for managing staff grievances within school to ensure a formal process is available for raising/reporting individual's grievances to management in a open and consistent manner.			
4. Where negative impact has been identified, please complete questions 5-9, if none is identified, please sign and proceed to question 9.			
Equality Target Group (circle):	Negative impact – it could disadvantage	Reason	
Race	None		
Religion/belief	None		
Disability	None		
Gender	None		
Sexual Orientation	None		
Age	None		
<b>5</b>		Yes	No
Is the impact legal/lawful? Seek advice from your School link HR Advisor if necessary.		NA	NA
Is the impact intended?		NA	NA
<b>6</b> Could you minimise or improve any negative impact? Use the space below to detail how.			
NA			
<b>7</b> Is it possible to consider a different policy/strategy/action, which still achieves your aim, but avoids any adverse impact on equality?			
NA			
<b>8.</b> In light of all the information detailed in this form; what practical actions would you take to reduce or remove any adverse / negative impact?			
NA			

### PART B) To be completed when assessment and consultation has been carried out

<b>9a)</b> As a result of the assessment and consultation completed in Part A above, state whether there will need to be any changes made to the policy, project or planned action.				
<b>9b)</b> As a result of this assessment and consultation, does the school need to commission specific research on this issue or carry out monitoring/data collection?				
<b>This policy and procedure will be subject to regular review and evaluation by the Governing Body.</b>				
<b>9)</b> Have you set up a monitoring/evaluation/review process to check the successful implementation of the policy, project or change?	Yes	✓	No	As described above