

## Equality Analysis

<b>Title of policy, strategy, service etc.</b>	<b>Student Employment on Campus Policy</b>
<b>Date</b>	<b>05/02/19</b>
<b>Lead Officer/Manager</b>	<b>Garry Coupland</b>
<b>Team members</b>	<b>Steering Group comprising: Registrar, Garry Coupland, Dawn Hodgkins, Juliet Simpson, Kay Jones, Jonathan Taylor, Simon Wilmott, Susan Lawson, Angela McNeil, Jonny Hall, Sophie Brettell, Kelly Oliver, Peter Brazell</b>

<b>Is this a new service/ policy procedure or strategy?</b>	<input checked="" type="checkbox"/> New (predictive analysis)
	<input type="checkbox"/> Existing (retrospective analysis)

### **STEP 1 – Department/School/Service/Institute**

<b>A Scope – Define the service area/Policy/Procedure/Strategy</b>	
The Policy covers any arrangements where a student works or provides services for reward on behalf of the University	
<b>B What is the purpose of this Service/Policy/Procedure/Strategy?</b>	
<b>1</b>	To ensure that fair, transparent, equitable and inclusive processes and engagement terms are in place for when our students are engaged as workers for the University.
<b>2</b>	To ensure the University meets its obligations as both a sponsor of Tier 4 visa holders and an employer of its own students

<b>C Links to University Vision/Equality / Diversity &amp; Inclusion Strategy /Faculty values (list them below. If none ignore this section)</b>		
<input checked="" type="checkbox"/> ED&I Policy (under development)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## **STEP 2 – WHAT DO WE ALREADY KNOW?**

<p>Available research and data</p> <ul style="list-style-type: none"> <li>• Details / results of consultation carried out. Who, When, How, feedback from consultation</li> <li>• Previous Equality Analysis results</li> <li>• Anecdotal and other evidence</li> <li>• Is this service included in the risks register due to Equality risks?</li> </ul>
<p>There is strong anecdotal evidence that current practices are varied and inconsistent and that some students are working without any reward. We will be able to produce data from new apps which are to be introduced which will be used for monitoring of student employment trends.</p> <p>There has been considerable consultation with various groups including: The Student Employment on Campus Steering Group, HR, Directors of Faculty Operations, the Visa Officer, PG Deans, Internal Audit, the Visa &amp; Immigration Policy Committee, HaSS Faculty Executive Board, HaSS Faculty Education Committee, NU London, NUMed, Singapore, FMS Faculty Education Committee, FMS Faculty Executive Board, DELT Forum, SAgE Faculty Education Committee, SAgE Faculty Executive Board, INTO Newcastle, Students Union, University Education Committee, Student &amp; Academic Services Directors, Trade Unions Policy Forum, Senior Officers' Group.</p>

## **STEP 3 – FINDINGS**

Diversity areas	<ul style="list-style-type: none"> <li>• Evidence of adverse / differential impact on specific groups?</li> <li>• Have any unmet needs been identified?</li> <li>• Has any direct/indirect discrimination been identified?</li> <li>• Any evidence of non-compliance with legislation?</li> </ul>
Race	Currently there is no evidence of any negative or adverse impact findings as the Policy has not yet been introduced and if findings are found after the implementation, a retrospective Equality Analysis will be undertaken
Gender	As above
Disability	As above
Age	As above
Sexual Orientation	As above
Religious Belief	As above
Gender Re-assignment	As above
Marriage and Civil Partnership	As above
Pregnancy and Maternity	As above

Based on the steps required to be taken due to an adverse impact please consider whether you need any Equality risks to be included/reviewed/deleted in the risks register.

**STEP 4 – WHAT DO WE NEED TO DO**

The findings from steps 1 to 3 should inform actions to be recorded below, included in Faculty and Central services plans. Examples of actions might address include:

- gaps in available data
- need to take action immediately
- need to include future procurements (new contracts and at renegotiation)
- need to include in the risks register
- need to take this Equality Analysis to consult with Staff/Student Networks

Plan outcome	Actions	Due date	Action Assigned to	Action Managed by	Associated KPI's/Faculty values
Data reporting	A data reporting schedule is included in the Policy to identify any trends or issues that may need to be addressed.			HR	

This Equality analysis will be published on:

- NU's intranet pages
- NU's internet pages
- Both intranet & internet pages.

Please send a copy of the completed Equality analysis to [equality.analysis@ncl.ac.uk](mailto:equality.analysis@ncl.ac.uk)

Please ensure that published 'Equality Analysis' have the relevant accompanying documentation attached to them, i.e. Policy/Strategy/Plans/Procedures/Systems etc. The Equality Analysis must be presented at any decision-making process.