



<p><i>Will the needs of staff and students with different protected characteristics be met?          Could the project, policy or practice lead to increased take-up / participation by protected groups?          Are there any opportunities to proactively advance equality for specific protected groups and / or between protected groups?</i></p>		
<p><b>Promoting Good Relations</b></p> <p><i>Have steps been taken to tackle prejudice and promote understanding?          How have relevant individuals, groups or organisations been involved / consulted in developing and impact assessing the project?</i></p>		

<p><i>Note the steps that will be taken to reduce or mitigate the adverse impacts.</i></p>	
<p><b>Stop and rethink</b></p> <p><i>The assessment shows actual or potential unlawful discrimination. Note the action to be taken to stop and / or rethink the project.</i></p>	<p><i>Actions and issues identified here should be discussed with the HR Equality Officer before continuing.</i></p>

<p><b>How will the actual impact of the project, policy or practice be monitored once it has been implemented?</b></p>
<p><i>Include a timeframe for delivery and reporting. Identify the responsible department or team. There is likely to be a need to track the full process from being identified as in scope for change to redundancy or redeployment and use this data for equality monitoring (take this into consideration when designing recording information).</i></p>

<p><b>Publication</b></p>
<p>This Equality Impact Assessment will be published <i>say when and where</i></p>