 **Rushey Green time Bank**

**Equal Opportunities in Employment**

**Policy**

It is the policy of Rushey Green Time Bank to provide equal opportunities in the fields of recruitment, training and promotion. All decisions in these areas will be made with regard only to the requirements of the job and shall not be influenced by any considerations of ethnic origin, sex, disablement, etc. Interview and appointment procedures have been adopted so as to eliminate any possibilities of bias when considering applications.

**Monitoring**

For the policy of equal opportunities to be effective, detailed monitoring of applications will be carried out. This necessitates the collection of information regarding the applicant’s sex, ethnic origin, disablement, etc. This information will not be used by those involved in selection procedures and is for statistical purposes only. It will be separated upon receipt, before any consideration of candidates takes place and will be treated as confidential.

The policy is in accordance with the Sex Discrimination Act 1975, the Race Relations Act 1976, Race Relations (Amendment) Act 1999, the Disabled Persons (Employment) Acts 1944 and 1958, The Disability Discrimination Act 1995, the Equality Act 2006 and the Age Discrimination Act 2006.

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**Please complete this formby placing an X in the appropriate boxes, and return it together with your application. For computerised applications double click on tick box and then select “checked”.**

|  |  |  |
| --- | --- | --- |
| Post Applied For: |  | |
| Advertised in: |  | |
| Age Range: |  | |
| Gender: |  | |
| Sexual Orientation: |  | |
| Religion: | other (please state): | |
| Ethnic Origin: | Please cross the description which portrays your ethnic origin most closely (categories based on the 2001 Census categories as recommended by the Commission for Racial Equality) | |
| *White* |  |  |
| *Asian/Asian British* |  | |
| *Black/Black British* |  | |
| *Chinese or other ethnic group* |  | |

The Disability Discrimination Act (DDA) 1995 defines a person with a disability as someone who has ‘a physical or mental impairment which has a substantial and adverse long term effect on his or her ability to carry out normal day-to-day activities’.

Under this definition, do you consider yourself to be disabled?

