

# Recruitment monitoring information

## Post applied for

We are committed to promoting diversity and ensuring equal opportunities for all candidates. To help us monitor the effectiveness of our Equality, Diversity and Inclusion in Employment Policy and recruitment process and to assist in complying with our equality duties, we kindly request you to complete this confidential monitoring form.

Completion of this form is voluntary. If you do not wish to answer any of the questions you can select the "prefer not to say" option.

## Data Protection

- The information provided will be kept confidential and separate from your application form. It will not be seen by those involved in making a recruitment decision.
- We will use your data to compile statistics on the representation of applicants of the categories listed to assist us in promoting equality, diversity and inclusion in accordance with our duties and eliminating discrimination in accordance with the Equality Act 2010.
- Data will be collated anonymously and used only for monitoring purposes. The form will be destroyed once the data has been collated in accordance with our records retention policy.
- You may withdraw your consent at any time by contacting us as below.

If you have any questions about the form, contact [yd@gbhs.co.uk](mailto:yd@gbhs.co.uk)

Please return the completed form to [yd@gbhs.co.uk](mailto:yd@gbhs.co.uk).

## Declaration

By signing below, you consent to your data being used for the purposes stated.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### 1. Age

16-24	25-34	35-44	45-54
55-64	65-74	75-84	85+

Prefer not to say

### 2. Gender

Male                                      Female                                      Non-binary

If you prefer to use your own gender identity, please write in

Prefer not to say

### 3. Marital status

Married                                      Civil Partnership                                      Single/Widowed

Prefer not to say

### 4. Sexual orientation

Heterosexual/Straight                      Gay/Lesbian                      Bisexual

If you prefer to use your own identity, please write in

prefer not to say

## 5. Ethnic group

### a) White:

English	Irish	Scottish
Welsh	Gypsy or Irish Traveller	Roma
Northern Irish	British	

Any other white background

### b) Mixed or multiple ethnic groups

white and black Caribbean	white and Asian
white and black African	

Any other mixed or multiple ethnic group

### c) Asian or Asian British

Indian	Pakistani
Bangladeshi	Chinese

Any other Asian background

### d) Black, Black British, Caribbean or African

Caribbean	African
Any other black, black British, or Caribbean background	

### e) Other Ethnic group:

Arab	any other ethnic group
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Prefer not to say

## 6. Religion

No religion	Christian	Buddhist
Hindu	Jewish	Muslim
Sikh	Any other religion, please describe	

Prefer not to say

## 7. Disability

Before selecting the appropriate box below please read the definition of disability.

The definition of disability, as outlined in the Equality Act 2010 is as follows: *“a physical or mental impairment which has a “substantial” and “long term” negative effect on a person’s ability to carry out normal day-to-day activities”.*

Do you consider yourself to have a disability?

Yes	No
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Prefer not to say