

GSA SUMMARY REPORT OF EQUALITY CONSIDERATION AND ASSESSMENT OF EQUALITY IMPACT

Date of Assessment:	February 2017	
School or Executive Group Area:	Registrar and Secretary	
Department:	Student Welfare Service	
Lead member of staff: e-mail:	Graeme Fraser / Fiona Macleod welfare@gsa.ac.uk	
Area of decision making/title of policy, procedure, programme or relevant practice:	GSA Childcare Fund procedures.	
Please indicate if this is:	New:	<input type="checkbox"/>
	Existing/Reviewed:	<input checked="" type="checkbox"/>
<p>1. Summary of how equality, diversity and participation have been considered and due regard given to the Public Sector Equality Duty (PSED):</p> <p>The Equality Impact Assessment (EIA) of the Childcare Fund was undertaken by the Student Welfare Service which has responsibility for administering the Childcare Fund in accordance with the guidance provided by SAAS, the funding provider. The Student Welfare Service also administers the Discretionary Funds which provided by SAAS. This offers a degree of flexibility between the two funds. Relevant statutory documents were reviewed.</p> <p>The equality implications of the SAAS Childcare Guidance booklet and letter 2016/17 were considered, the 'GSA Childcare Guidance Information for Students and Applicants' and application form was reviewed and data on previous awards, analysed. A 'Childcare Fund Awarding Process' document was created to assist discussions and to enable a thorough examination of the Childcare Fund and its impact on students from protected characteristic groups. The potential for positive and negative impact of procedure was examined and the potential for the Childcare Fund to advance equality of opportunity considered.</p>		
<p>2. Evidence used to make your assessment:</p> <p>The following evidence was used to inform the equality impact assessment:</p> <ul style="list-style-type: none"> • Childcare Fund Awarding Process Flow-Chart • Discretionary and Childcare Fund spreadsheet (confidential) • Childcare Application Form • Childcare Student Guidance • SAAS Childcare Guidance Booklet and Letter 2016/17 • SAAS Discretionary Funds Summary of Allocations 2016/17 • Childcare Data and Analysis JH & MR 2016 • Equality Challenge Unit resources • Student feedback <p>The Childcare Fund is open to all eligible student parents who pay a registered childcare provider to look after their child/children during term time. Childcare applications are assessed by the GSA Childcare Committee. Childcare Fund grant applications are income assessed and awards are paid directly to the childcare provider in termly instalments. Historically a small number of applications have been made for this funding; typically between four and six students received childcare grants each academic year 2012-15 with a higher percentage of female students applying. In 2015/16 six</p>		

students (4 female and 2 male students) received an award from the Childcare Fund. Ten students (6 female and 4 male students) have received funding in 2016/17 to date.

3. Outline any positive or negative impacts you have identified:

The Childcare fund administration and related procedures have a positive impact: the Fund accepts applications from eligible parents regardless of age, disability, gender reassignment, marital/civil partnership status, race, religion/belief or sex and expectant student parents are advised of this funding. Childcare Fund eligibility is also brought to the attention of expectant parents by way of GSA's Student Pregnancy and Maternity Support policy. Students who do not meet SAAS eligibility criteria are offered advice on the alternative funding options that may be available to them.

4. Actions you have taken or planned as a result of your findings:

Action	Equality Impact	Person responsible	Time frame
Guidance redrafted, information for students and application form reviewed, updated and enhanced	Clear information available for all students regarding Childcare Funding and eligibility requirements. Students who do not meet eligibility requirements are directed to alternative funding sources ie Discretionary grants/Access scholarships/SFE Dependents Grant where possible therefore advancing equality regardless of protected characteristic or domicile.	Student Welfare	Completed Aug 2016
Positive action approach to marketing and awarding of Childcare Funds to ensure all students receive the maximum childcare support available.			
Continue one-to-one support/guidance is provided to all potential applicants.			
Process changed to accept applications at the earliest opportunity (July, once SAAS funding allocation received) and information to students updated.	Support planning for all student parents regarding childcare and study; identify needs and funding support/available regardless of protected characteristic.	Student Welfare	Completed Sept 2016
Monitor the protected characteristics of Childcare Fund recipients.	Eliminate discrimination and advance equality regardless of protected characteristic.	Student Welfare	Annually in June.

5. Where/when will progress and the outcomes of your actions be reported and reviewed:

The operation of the Childcare Fund is reviewed by the Student Welfare Service and GSA's practices and procedures are evaluated in line with SAAS guidance annually.

6. How will your actions and intended outcomes contribute to the delivery of GSA's equality outcomes:

While the actions identified do not contribute directly to the delivery of GSA's equality outcomes they support an inclusive environment and equality of access for student parents regardless of protected characteristic.

The outcome of your assessment:

No action (no potential for negative or positive impact)

Action to remove barriers/mitigate negative impact

Action to promote positive impact **X**

Sign-off, authorisation and publishing**Review Lead**

Name	Graeme Fraser / Fiona Macleod
Position	Student Welfare Advisers
Signature	Graeme Fraser/Fiona Macleod
Date	28.2.2017

Executive Lead

Name	Craig Williamson
Position	Registrar and Secretary
Signature	Craig Williamson
Date	3.4.2017

Equality Lead (Head of Student Support and Development)

Signature	Jill Hammond
Date	30.3.17