

Equality Impact Assessments

MATRIX
THEORY INTO PRACTICE

From the job role of one to the job role of everyone

This Event Is Intended For:

Equality & Diversity Managers, Senior Managers, Human Resources & Personnel Managers and all staff who have responsibility in implementing equality legislation.

Focus

Colleges have legal duties to carry out equality impact assessments (EIAs). EIAs are a key tool to help embed and improve E&D practice throughout the organisation – particularly important as the New Inspection Framework has a much stronger focus on equal opportunities. There will be a significantly greater scrutiny of equality progress and practice, and, in addition, the inspection grade for equal opportunities, for the first time, is a 'limiting grade'.

But what exactly is an equality impact assessment? Who carries it out? How do we do it? How do we record our activities? How do we embed equality impact assessments into everyday practice so that this becomes not the job role of one but the job role of everyone? This is a practical course that will demystify the EIA process and answer these and other questions you may have using best practice in the sector.

During this event you will:

- understand the principles and processes involved in carrying out equality impact assessments
- carry out equality impact assessments on a real college policy and procedures
- gain the skills, knowledge, templates and tools to confidently carry out equality impact assessments
- understand the strategies required to embed equality impact assessments across the organisation

'Fabulous course with a superb speaker, knowledgeable and very practice orientated'.

Sarah Riding, Equality & Diversity Co-ordinator, Blackpool and The Fylde College

Trainer

Christine Rose is a highly respected consultant, nationally recognised as an expert in equality legislation and improving equality practice. A former senior manager, she has worked extensively in the education sector, and provides support to numerous colleges, universities, ACL and WBL providers. She is the author of a range of national equality guidance, briefings and publications.

Forthcoming Dates

Tuesday 20th April 2010
The Marriott Maida Vale Hotel
LONDON

Tuesday 27th April 2010
The Marriott Manchester Airport Hotel
MANCHESTER

If you are unsure whether this course will meet your needs, please contact the MATRIX office. Terms & Conditions published on our website.

www.matrix-training.co.uk

Programme

Morning:

- 09.30 am - Registration and Coffee
10.00 am - The legal context
Mapping, screening, prioritising
Do's and don'ts, process and pitfalls
Selling the benefits to staff
- 11.30 am - Refreshments
- 11.45 am - Demystifying the process
Gathering evidence
Tapping into existing activities
Avoiding involvement fatigue
Case studies to consider
What will inspectors expect?
- 13.00 pm - Lunch

Afternoon:

- 14.00 pm - Where are we now?
Where do we want to be?
Organisational structures to support,
drive and embed equality impact
assessments
- 15.00 pm - Refreshments
- 15.15 pm - Advantages and disadvantages of tools
and templates
Designing your own proforma
Critical success factors for moving
forward
- 16.15 pm - Close

Booking Form

Course Fee £225.00 + VAT

Please book me a place on 'Equality Impact Assessments - A Practical Guide' on:

- Tuesday 20th April 2010, The Marriott Maida Vale Hotel, London
 Tuesday 27th April 2010, The Marriott Manchester Airport Hotel, Manchester

I require previous night accommodation at the hotel:

- Bed & Breakfast £115.00 + VAT at The Marriott Maida Vale Hotel, London
 Bed & Breakfast £120.00 + VAT at The Marriott Manchester Airport Hotel, Manchester

Delegate Details: (Please print information clearly using BLOCK CAPITALS)

Title & Forename: _____ Surname: _____
Position: _____
College & Address: _____
Postcode: _____
Telephone: _____ Facsimile: _____
Email: _____
Special Needs: _____

Payment Details:

Invoice Address: _____
Postcode: _____
Purchase Order No: _____ Date: _____
Authorised by _____ Signature: _____

In submitting this application, you and your employer agree that approval has been granted for payment of the course fee. Your employer is responsible for payment of the fee once MATRIX has confirmed your place. Substitutions may be made at any time up to and including the day of the event. The full fee is payable unless cancellation is received in writing, 21 days prior to the event. Cancellations are not accepted for bookings made less than 21 days prior to the event. Bookings from private individuals are by special arrangement only.

MATRIX Theory into Practice Limited reserves the right to amend the programme, change venue or cancel the course in case of events beyond our control. Delegates wishing to make early travel arrangements should first check with the MATRIX office.

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