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**EQUAL OPPORTUNITIES MONITORING FORM**

This form is confidential and will be retained in Human Resources for monitoring purposes only – it will not be used for shortlisting or selection. St Johns Buildings strives to be an equal opportunities employer and as such opposes all forms of unlawful discrimination. In order to monitor the effectiveness of our Equal Opportunities policy, we request that all applicants provide the following information.

|  |  |  |
| --- | --- | --- |
| Full Name |  | |
| Date of Birth | |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GENDER** (please tick) | Female |  | Male |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ETHNIC ORIGIN** (please tick the box which best describes your ethnic origin): | | | | |
| **White:** | | **Asian or Asian British:** | | |
|  | English/Welsh/Scottish/Northern Irish/British |  | | Indian |
|  | Irish |  | | Pakistani |
|  | Gypsy or Irish Traveller |  | | Bangladeshi |
|  | Any other White background (please describe below) |  | | Chinese |
|  | |  | | Any other Asian Background (please describe below) |
| **Mixed/Multiple ethnic groups:** | |  | | |
|  | White and Black Caribbean | **Black/African/Caribbean/ Black British:** | | |
|  | White and Black African |  | | Caribbean |
|  | White and Asian |  | | African |
|  | Any other Mixed/Multiple ethnic background (please describe below) |  | | Any other Black/African/Caribbean background (please describe below) |
|  | |  | | |
|  | Any other ethnic group (please describe) | |  | |

If you wish, you may disclose information below about your:

|  |  |
| --- | --- |
| Religion or belief system: |  |
| Sexual Orientation: |  |

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**DISABILITY AND ADJUSTMENTS QUESTIONNAIRE**

This form is confidential and will be retained in Human Resources for monitoring purposes and for consideration of any reasonable adjustments identified only.

In order to make positive changes, we are addressing the different barriers faced by disabled people. Many people who do not consider themselves to be disabled may be covered by the Equality Act 2010 (and formerly the Disability Discrimination Act 1995) because they have a health condition that has an impact on their lives[[1]](#endnote-1).

Applicants with a disability are entitled in law to ‘reasonable adjustments’ to address their support needs in the workplace. Therefore we are interested in any disability that may require a reasonable adjustment in order to overcome any such barriers.

|  |  |
| --- | --- |
| Full Name |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Do you have, or have you had in the past, any disability which makes it difficult for you to carry out normal day to day activities? | Yes |  | No |  |
| If Yes, please provide details of your disability | | | | |
|  | | | | |
| Please identify any special adjustments needed in order to attend an interview or to overcome any specific barriers in the workplace? | | | | |
|  | | | | |

If you would like to discuss your response, or are unsure of the types of adjustment that might be possible, please contact Helen Power, HR Business Partner on 0161 2141500 or via email [helen.power@stjohnsbuildings.co.uk](mailto:helen.power@stjohnsbuildings.co.uk)

1. A person has a disability under the Act if they have a physical or mental impairment, which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities. People who have had a disability in the past, who have progressive conditions, HIV, cancer or MS are also protected from discrimination under this legislation. [↑](#endnote-ref-1)