Acorn Integrated Primary School and Nursery Unit

Equal Opportunities Monitoring Form

Post applied for	School Secretary-Senior Clerical Officer ***(temporary to June 2027)***	**Reference number (office use only)**	AIPS/SCO/2026/10

Why we ask for this information

- The Board of Governors is an equal opportunities employer. We aim to give everyone equality of opportunity, whatever their religious belief, political opinion, sex (including gender reassignment), race, age, disability, sexual orientation, marital or civil partnership status, pregnancy and maternity, or whether they have dependants.
- We ask these questions to check that our recruitment is fair and to meet our legal duty to monitor the community background and sex of applicants under the Fair Employment and Treatment (Northern Ireland) Order 1998.
- Please do not write your name on this form. It is kept separately from your application and is not seen by the selection panel. Only the person responsible for monitoring can match the reference number to your name.
- Apart from the community background and sex questions, you do not have to answer any question, and choosing not to will not affect your application in any way.

1 COMMUNITY BACKGROUND

Regardless of whether they actually practise a religion, most people in Northern Ireland are seen as members of either the Protestant or Roman Catholic community. Please tick the box that applies to you.

I am a member of the Protestant community	☐
I am a member of the Roman Catholic community	☐
I am a member of neither the Protestant nor the Roman Catholic community	☐

If you do not answer this question, or tick "neither", we may use the residuary method. This means we may work out your community background from other information you have given us, such as the schools you attended.

2 SEX

Please tick the box that applies to you.

Male	☐	Female	☐

Please note: if you answer the community background and sex questions, you must answer them truthfully. It is a criminal offence under the Fair Employment (Monitoring) Regulations (Northern Ireland) 1999 to knowingly give a false answer.

3 AGE

Please tick your age group.

16 to 24	☐	25 to 34	☐
35 to 44	☐	45 to 54	☐
55 to 64	☐	65 or over	☐
Prefer not to say	☐		

4 DISABILITY

Under the Disability Discrimination Act 1995, a person is disabled if they have a physical or mental impairment that has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities. This is judged on the effect of the impairment without treatment or medication.

Do you consider yourself to have a disability?					
Yes	☐	No	☐	Prefer not to say	☐
If yes, please indicate what type of disability					
Do you require any reasonable adjustments?					

5 ETHNIC GROUP

Please tick the box that best describes your ethnic group.

White	☐	Irish Traveller	☐
Roma	☐	Indian	☐
Chinese	☐	Filipino	☐
Pakistani	☐	Arab	☐
Black African	☐	Black Other	☐
Mixed ethnic group	☐	Other ethnic group	☐
Prefer not to say	☐		
If mixed or other, please describe			
Nationality (optional)			

6 MARITAL OR CIVIL PARTNERSHIP STATUS

Are you married or in a civil partnership?

Yes	☐	No	☐	Prefer not to say	☐

7 DEPENDANTS *Do you have dependants or caring responsibilities?*					
Yes	☐	No	☐	Prefer not to say	☐
If yes, please tick all that apply.					
A child or children	☐	A disabled person or people	☐		
An older person or people	☐	Other	☐		
If other, please describe					

How to return this form

Please return this form with your application, in a separate sealed envelope marked "Monitoring", or as a separate attachment by email to lpherson657@c2ken.net

Postal address: Acorn Integrated Primary School, 110 Victoria Road, Carrickfergus, BT38 7JL

Thank you for completing this form.