



**EQUALITY IMPACT ASSESSMENT
PRELIMINARY SCREENING**

School/ Department	HR
Date	October 2011

Name of Policy¹
SUPPORT FOR RESERVISTS POLICY

What are the aims, objectives & projected outcomes?	
<p>The Royal Conservatoire of Scotland is committed to supporting its staff who are members of the Reserve Forces.</p> <p>This policy and guidelines have been written to clarify the Conservatoire's obligations towards staff who are members of the Reserve Forces and to provide guidance to help manage these staff.</p>	
This is a new policy	Y/N
This is a change to an existing policy	Y/N
This is an existing policy	Y/N

Will the policy have an impact on students, staff or members of the public?	Y/N
Are particular communities or groups likely to have different needs, experiences and/or attitudes in relation to the policy?	Y/N
Are there any aspects of the policy that could contribute to equality or inequality?	Y/N
Could the aims of the policy be in conflict with equal opportunity, elimination of discrimination, promotion of good relations?	Y/N

If you answer **YES** to any of these questions, go on to the full EIA.

¹ The term 'policy' incorporates all Conservatoire procedures, processes and guidance documents

If you answer **NO** to all of these questions, please provide appropriate evidence and sign off.

This policy was screened for impact on equalities. The following evidence has been considered. No full equality impact assessment is required.

This policy is applied to all volunteer and regular reservists without variation and is based on guidance found on the 'Support For Reservists' website.

The policy does not have any adverse affect on any of the nine protected characteristics and therefore does not need a full EI A.

Staff unhappy with the application of this policy may seek redress through the grievance procedure which is monitored for equality impacts

Senior Manager sign-off	Jackie Russell
Date	October 2011
Publication Date	November 2011

Please return the completed form to Roz Caplan, Conservatoire Equality and Diversity Officer either by internal mail or by email to: r.caplan@rcs.ac.uk