

# Equality & Diversity Monitoring Form

World Heart Beat Music Academy wants to meet the aims and commitments set out in its equality policy. This includes not discriminating under the Equality Act 2010 and building an accurate picture of the make-up of our workforce in encouraging equality and diversity. As a publicly funded organisation we are also required to statistically analyse the demographics of our staff, contractors, freelancers, artists, trustees, and volunteers, including gender, age, ethnicity, sexual orientation and disabilities.

The organisation needs your help and co-operation to enable it to do this, but completing this form is voluntary. It is used for monitoring purposes only and any information provided does not form part of a job application and is not linked to individual personnel records. This form is separated from and not used as part of the job application process.

**Privacy Notice:** Our data policy follows General Data Protection Regulation (EU) 2016/679. The personal data you provide on the equality & diversity monitoring form is used to monitor the equality & diversity of the workforce and to report to Arts Council England and within the organisation. It is stored securely and used for the purposes of statistical analysis only. Once processed into anonymous statistics the forms are destroyed. The legal basis for this is **consent**.

**Please type or sign your name below** to give World Heart Beat Music Academy *(Registered Charity Number 1139579)* consent to use this information**:**

**Signature (typed or signed):**

**Please complete the following,** ticking the right hand boxes **where appropriate…**

# Gender:

|  |  |
| --- | --- |
| Male (including female to male trans men) |  |
| Female (including male to female trans women) |  |
| Non-binary (for example, androgyne) |  |
| Prefer not to say |  |

**Is your gender identity different to the sex you were assumed to be at birth?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Yes |  | No |  | Prefer not to say |  |

**How would you describe your ethnic origin?**

|  |  |  |
| --- | --- | --- |
| White | British |  |
|  | Irish |  |
|  | Gypsy or Irish Traveller |  |
|  | Any other White background |  |
| Mixed | White and black Caribbean |  |
|  | White and black African |  |
|  | White and Asian |  |
|  | Any other mixed/multiple ethnic background |  |
| Asian/Asian British | Indian |  |
|  | Pakistani |  |
|  | Bangladeshi |  |
|  | Chinese |  |
|  | Any other Asian background |  |
| Black/Black British | African |  |
|  | Caribbean |  |
|  | Any other black/African/Caribbean background |  |
| Other | Arab |  |
|  | Any other ethnic group |  |
|  | Prefer not to say |  |

**Do you have a disability?**

|  |  |
| --- | --- |
| Non-disabled |  |
| Disabled |  |
| Prefer not to say |  |

**What is the effect or impact of your disability or health condition on your ability to give your best at work?** Please write in the space provided below.

The information in this form is for monitoring purposes only. If you believe you need a ‘reasonable adjustment’, then please discuss this with your manager, or the manager running the recruitment process if you are a job applicant.

**How would you describe your sexual orientation?**

|  |  |
| --- | --- |
| Bisexual |  |
| Gay man |  |
| Gay woman/lesbian |  |
| Heterosexual/straight |  |
| Prefer not to say |  |

**How did you hear about this vacancy:** Please write in the space provided below.