

Equality Impact Assessment Template

Please complete this template using the [Equality Impact Assessment Guidance document](#)

Version 3: January 2013

Title of proposal (include forward plan reference if available)	Determined Admission Priorities for Sandwell's Community and Voluntary Controlled Schools for 2023/24
Directorate and Service Area	Children and Education – Education Support Services
Name and title of Lead Officer completing this EIA	Martyn Roberts, School Place Planning and Capital Manager
Contact Details	Education Support Services Sandwell Council House PO Box 16230, Freeth Street, Oldbury West Midlands B69 9EX Tel: 0121 569 8341 Email: martyn_roberts@sandwell.gov.uk
Names and titles of other officers involved in completing this EIA	Donna Williams, Admissions Lead
Partners involved with the EIA where jointly completed	
Date EIA completed	5.11.21
Date EIA signed off or agreed by Director or Executive Director	
Name of Director or Executive Director signing off EIA	
Date EIA considered by Cabinet Member	

See [Equality Impact Assessment Guidance](#) for key prompts that must be addressed for all questions

**1. The purpose of the proposal or decision required
(Please provide as much information as possible)**

The Admissions Code published in September 2021 requires the Local Authority (LA) (as the admissions authority for community and voluntary controlled schools) to formally agree admission arrangements for those schools every year. Admission authorities must determine admission arrangements for entry in September 2023 by 28 February 2022.

This report recommends the adoption of proposed admission arrangements for 2023/24 which are unchanged from the previous year's arrangements.

2. Evidence used/considered

The recommendation fulfils the requirements of the Admission Code 2021 that the LA must determine the admission arrangements for all community and voluntary controlled schools by 28 February 2022, for the 2023/24 academic year.

3. Consultation

There is a statutory requirement under the Admission Code for the LA to consult at least once every 7 years or if there are changes proposed for the admission arrangements. As the LA last consulted in October/November 2017, and there are no changes proposed for the admission arrangements, there has been no consultation undertaken on the oversubscription arrangements.

4. Assess likely impact

There will be no adverse impact to any group as a result of the recommendation. If agreed, the proposed arrangements will be consistent with the requirements of the Admission Code and are fair, transparent and clear for all applicants for a school place.

4a. Use the table to show:

- Where you think that the strategy, project or policy could have a negative impact on any of the equality strands (protected characteristics), that is it could disadvantage them or if there is no impact, please note the evidence and/or reasons for this.
- Where you think that the strategy, project or policy could have a positive impact on any of the groups or contribute to promoting equality, equal opportunities or improving relationships within equality characteristics.

Protected Characteristic	Positive Impact ✓	Negative Impact ✓	No Impact ✓	Reason and evidence (Provide details of specific groups affected even for no impact and where negative impact has been identified what mitigating actions can we take?)
Age			✓	
Disability			✓	
Gender reassignment			✓	
Marriage and civil partnership			✓	
Pregnancy and maternity			✓	
Race			✓	
Religion or belief			✓	
Sex			✓	
Sexual orientation			✓	

Other			✓	
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Does this EIA require a full impact assessment? Yes ☐ No ☒

If there are no adverse impacts or any issues of concern or you can adequately explain or justify them, then you do not need to go any further. You have completed the screening stage. You must, however, complete sections 7 and 9 and publish the EIA as it stands.

If you have answered yes to the above, please complete the questions below referring to the guidance document.

[ILO: UNCLASSIFIED]

5. What actions can be taken to mitigate any adverse impacts?

6. As a result of the EIA what decision or actions are being proposed in relation to the original proposals?

7. Monitoring arrangements

8. Action planning

You may wish to use the action plan template below

Action Plan Template

Question no. (ref)	Action required	Lead officer/ person responsible	Target date	Progress

9. Publish the EIA

Where can I get additional information, advice and guidance?

In the first instance, please consult the accompanying guide “Equality Impact Assessment Guidance”

Practical advice, guidance and support

Help and advice on undertaking an EIA, using the electronic EIA toolkit or receiving training related to equalities legislation and EIAs is available to **all managers** across the council from officers within Improvement and Efficiency. The officers within in Improvement and Efficiency will also provide overview quality assurance checks on completed EIA documents.

Please contact:

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