

Post applied for:	Date:
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Section A Equal Opportunities Questionnaire

Strictly Confidential

AUKO Group* is committed to equality of opportunity in all its employment practices and to promoting an inclusive and supportive environment that is free from unfair discrimination.

We welcome applications from all sections of the community and have introduced procedures to ensure that all candidates for employment are treated fairly.

To assist us in this policy, and for this reason only, applicants are asked to give details of their age, gender, sexuality, religion, ethnic origin and any disability.

Your answers to these questions will help us keep fair selection for all and meet their commitments.

It is **strictly confidential** and will not be made available to those involved in short listing or the selection process, or for any purpose other than monitoring and statistical reporting.

This form will not be considered as a part of the recruitment process.

1. Age

Under 25 25-34 35-44 45-54 55 + Prefer not to say

2. Gender:

Female Male Prefer not to say

3. Nationality:

 Prefer not to say

4. Disability:

This Act protects people with disabilities from unlawful discrimination. We actively encourage applications from people with disabilities. The Disability Discrimination Act considers a person disabled 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.

This definition includes medical conditions such as diabetes, epilepsy, cancer, arthritis and HIV but excludes the use of prescription glasses or lenses to correct vision.

The definition includes dyslexia and other specific learning difficulties.

Mental health conditions, such as depression, are covered by the definition if they have a substantial adverse effect, and have lasted for more than a year.

Do you consider yourself to have a disability that falls within this definition? Yes No Prefer not to say

If yes, please indicate which of the following areas is most appropriate to you:

- | | | | |
|---|--------------------------|------------------------------------|--------------------------|
| Specific learning disability (e.g. dyslexia or dyspraxia) | <input type="checkbox"/> | Deaf or serious hearing impairment | <input type="checkbox"/> |
| Long standing illness or health condition (e.g. cancer) | <input type="checkbox"/> | Blind or serious visual impairment | <input type="checkbox"/> |
| Cognitive impairment (e.g. autistic spectrum disorder) | <input type="checkbox"/> | Mental health condition | <input type="checkbox"/> |
| Physical impairment or mobility issue | <input type="checkbox"/> | General learning disability | <input type="checkbox"/> |

If yes, please give details:

* **AUKO Group includes:** Age UK Oxfordshire, Age UK Oxfordshire Trading Ltd, Action for Carers.

5. Ethnicity

Ethnic origins are not about nationality, place of birth or citizenship. They are about the group to which you as an individual perceive you belong. These ethnicity categories are recommended by the Equality and Human Rights Commission (EHRC) and used in the 2011 Census. Please select one box which best describes your ethnicity. If you wish to classify yourself in some other way, please use the additional space provided.

White

British English Scottish Gypsy or traveller
Irish Northern Irish Welsh
Any other please state:

Asian

Indian Pakistani Bangladeshi Chinese
British English
Any other please state:

Black

African Caribbean British English
Any other please state:

Mixed or multiple ethnic origin

White and Black Caribbean White and Black African
White and Asian
Any other please state:

Any other ethnic origin

Arab
Any other please state:

Prefer not to say

6. Sexual Orientation

How do you describe your sexuality?

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

7. Religion & Belief

How would you describe your religion or belief?

Atheism Buddhism Christianity
Hinduism Islam Judaism
Rastafarianism Sikhism No religion or belief
Any other religious affiliation or belief Prefer not to say
Any other please state:

8. Carers

Is there anyone who relies on you for day-to-day care and attention?

Yes No Prefer not to say

If yes, are they:

a) Children: Aged 0-5 Aged 6-11 Aged 12-18
b) A family member/partner:

Please specify:

Section B Information for Disabled Applicants on arrangements if selected for an interview

Any information provided regarding additional needs will only be used to ensure that we can fully support you during the interview process and will only be disclosed to those who need to know to enable appropriate adjustments to be made.

For further advice and information, please contact the Personnel Department on 01235 849430 or e-mail: personnel@ageukoxfordshire.org.uk

Please indicate whether you would need any of the following arrangements to be made if you were invited to interview

- | | | | |
|--|--------------------------|--|--------------------------|
| Interview information on audio tape | <input type="checkbox"/> | Wheelchair accessible location for interview | <input type="checkbox"/> |
| Interview information in large print | <input type="checkbox"/> | Induction Loop in interview room | <input type="checkbox"/> |
| Facility for personal carer, assistant or other person to accompany you at interview | <input type="checkbox"/> | | <input type="checkbox"/> |
| Sign language or other assistance with communication at interview (please specify below) | <input type="checkbox"/> | | <input type="checkbox"/> |

Other requirements, please give details:

Thank you for completing this form

Please return this form with your application, but in a separate, sealed envelope, marked "Private & Confidential" to:
C/o Personnel Department, Age UK Oxfordshire, 9 Napier Court, Barton Lane, Abingdon, OX14 3YT