

**Equity, Diversity and Inclusion monitoring form**

We are an equal opportunities employer. We welcome and celebrate diversity in illustration and in our organisation. We strive to create an inclusive environment for everyone who encounters us. Our values are equity, relevance, compassion, curiosity and rigour.

To help us identify and tackle inequalities, we ask everyone who applies to work with us and everyone we employ to complete this monitoring form. The information you provide will be kept entirely confidential, accessible only by our HR department and separated from any application for employment. We provide progress reports to our Board and major funders, but data is always aggregated and never attributable to individuals.

Please tick the categories that best describe you. You can answer ‘prefer not to say’ if there is a question you do not wish to respond to. Thank you for your assistance.

**Guaranteed Interviews**

To take positive action to address underrepresentation in our staff team, we will be offering a guaranteed interview to applicants whose applications meet all the essential criteria for the role and who:

* identify as d/Deaf or disabled\*, and/or
* are of African, Caribbean, Central Asian, East Asian, Latinx, South Asian, South East Asian or West Asian heritage.

In cases where we receive an exceptionally high volume of applications and are unable to offer interviews to all candidates who meet the criteria for a guaranteed interview, we reserve the right to limit the number of guaranteed interview spaces available, selecting applicants who scored highest against the essential criteria for the role.

The number of additional interviews offered under the guaranteed interview scheme will depend on how many we can reasonably accommodate, and we will prioritise those whose applications are strongest against the essential criteria.

The guaranteed interview scheme will not disadvantage candidates who are not eligible. All applications are assessed equally against the essential criteria, and the highest-scoring applicants are shortlisted through the standard process. Where capacity allows, we will offer additional guaranteed interview spaces under the scheme in addition to the original shortlist.

\*Definition under the Equality Act 2010: *you are disabled if you have a physical or mental impairment that has a ‘substantial’ and ‘long-term’ negative effect on your ability to do normal daily activities.*

**Based on the above statement, if you identify as D/deaf, disabled\* and/or are of African, Caribbean, Central Asian, East Asian, Latinx, South Asian, South East Asian or West Asian heritage and meet the essential criteria for the role, do you agree to be offered a guaranteed interview?**

**YES  NO  N/A**

**This will be indicated separately to the interviewers, who will not see monitoring forms.**

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| Where did you hear about this vacancy? |
| Choose an item. If other please state: Click here to enter text. |

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| Age Please tick one box | | | |
| 16-17 | 18-20 | 21-24 | 25-29 |
| 30-44 | 45-59 | 60-64 | 65-74 |
| 75-84 | 85-89 | 90 and over | Prefer not to say |

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| Disability Under the Equality Act 2010 a person is considered to have a disability if they have a physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out day-to-day activities.  Do you have any of the following conditions which have lasted or are expected to last for at least 12 months? | | |
| Deafness or partial loss of hearing | Blindness or partial loss of sight | Cognitive or learning disability |
| Developmental disorder | Mental ill health | Long term/chronic illness or condition |
| Physical disability | Invisible disability | Other disability |
| Neurodivergent | Prefer not to say | No disability |

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| **Neurodiversity** Do you consider yourself to be Neurodivergent? | | |
| Yes | No | Prefer not to say |

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| **Ethnicity** Please tick the box that best describes your ethnic group | |
| **Arab** | **Jewish** |
| **Asian or Asian British:**  Bangladeshi  Chinese  East African Asian  Indian  Pakistani  Other (please specify):  Click here to enter text. | **Latin American**  **White:**  British  Irish    **White other:**  Greek/Greek Cypriot  Gypsy/Roma  Irish Traveller  Kurdish  Turkish  Turkish/Cypriot  Other (please specify):  Click here to enter text. |
| **Black or Black British:**  African  Caribbean  Other (please specify):  Click here to enter text.  **Dual Heritage:**  Asian and White  Black African and White  Black Caribbean and White  Latin American and White  Other (please specify):  Click here to enter text. |
| **Any other ethnicity (please specify):**  Click here to enter text. |

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| Gender Please tick the box that best describes you | |
| Male | Female  Non-binary |
| Prefer not to say | Prefer to self-describe: Click here to enter text. |

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| Pronouns Please tick the box that best describes you | |
| He/Him/His | She/Her/Hers  They/Them/Theirs |
| Other: Click here to enter text. | |

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| Gender reassignment Does your gender differ from your birth sex? | | |
| Yes | No | Prefer not to say |

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| Religion Please tick as appropriate | | |
| Christian | Hindu | Other (please specify): |
| Muslim | Sikh | Click here to enter text. |
| Jewish | Rastafarian | Prefer not to say |
| Buddhist | Atheist/No Religion |  |

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| **Sexual orientation** Please tick the box that best describes your sexual orientation | | | |
| Heterosexual | Bisexual | Gay Man | Gay Woman/Lesbian |
| Other | Prefer not to say |  | |

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| **Pregnancy and maternity** Please tick one box | | | |
| Are you pregnant? | | Have you had a baby in the last 12 months? | |
| Yes | No | Yes | No |
| Prefer not to say | | Prefer not to say | |

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| **Marriage and Civil Partnership** Please tick one box | | | |
| Single | Married | Co-habiting | In a civil partnership Prefer not to say |
| Separated | Divorced | Widowed |

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| **Refugees and Asylum Seekers**Are you: | |
| A Refugee | An Asylum Seeker |
| What country or region are you a refugee/asylum seeker from? Click here to enter text. | |

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| **Language** What is your first language? | |
| English   Other (please specify): Click here to enter text. |  |

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| **Caring responsibilities** Are you the primary carer for a person under the age of 18 or a vulnerable adult? | |
| Yes   No  Prefer not to say |  |

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| Social MobilityWhat was the occupation of your main household earner when you were aged about 14? | | |
|  | **Modern professional and traditional professional occupations** -such as teacher, nurse, physiotherapist, social worker, musician, police officer (sergeant or above), software designer, accountant, solicitor, medical practitioner, scientist, civil engineer or mechanical engineer |  |
|  | **Senior, middle or junior managers or administrators** -such as finance manager, chief executive, large business owner, office manager, retail manager, bank manager, restaurant manager, warehouse manager |  |
|  | **Clerical and intermediate occupations** - such as secretary, personal assistant, call centre agent, clerical worker, nursery nurse |  |
|  | **Technical and craft occupations** - such as motor mechanic, plumber, printer, electrician, gardener, train driver |  |
|  | **Routine, semi-routine manual and service occupations** - such as postal worker, machine operative, security guard, caretaker, farm worker, catering assistant, sales assistant, HGV driver, cleaner, porter, packer, labourer, waiter or waitress, bar staff |  |
|  | **Small business owners who employed fewer than 20 people** - such as corner shop owners, small plumbing companies, retail shop owner, single restaurant or cafe owner, taxi owner, garage owner |  |
|  | **Long term unemployed** - claimed Jobseeker’s Allowance or earlier unemployment benefit for more than a year |  |
|  | **Retired** |  |
|  | **Not applicable** |  |
|  | **Don’t know** |  |
|  | **Prefer not to say** |  |
|  | **Other – please specify:** Click here to enter text. |  |

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| Which type of school did you attend for the most time between the ages of 11 and 16? | | |
| State-run or state-funded school | Independent or fee-paying school, where I received a means-tested bursary covering 90% or more of the overall cost of attending throughout my time there | I don’t know |
| Independent or fee-paying school | Attended school outside the UK | Prefer not to say |
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| If you went to school in the UK and finished school after 1980, were you eligible for free school meals at any point during your school years? | | | | |
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| Yes | No | I don’t know | N/A (finished school before 1980 and/or attended school outside the UK) | Prefer not to say |

**Thank you for completing and returning this form.**