

# CHAPTER

## Equal Opportunities Monitoring Form

Please return this completed form (in PDF format) to: [festival@chapter.org](mailto:festival@chapter.org)

Chapter recognises the benefits of having a diverse community of staff, partners and artists and is committed to being an inclusive organisation where everyone is treated with respect, dignity and where there is equal opportunity for all.

We are committed to eliminating discrimination from employment and selection practices. We will take steps to ensure that employees, freelance and contracted staff and commissioned artists are selected and appointed on the basis of ability, the requirement of the job and the need to maintain an effective and efficient service.

In order to monitor our effectiveness and to comply with the obligations placed on us under equalities legislation, we need to collect and analyse the following information. All applicants are requested to complete this equal opportunities monitoring form which will be used for monitoring purposes only.

**This information will be treated in the strictest confidence and will not be made available to the selection panel.**

### How to fill in the form

Please complete the form by ticking the relevant boxes and by giving as much information as possible. You can choose not to fill in any or all of the sections and whether or not you choose to do so will have no effect on your application. This form has been optimised for accessibility.

### Data Protection

The data you provide is subject to the provisions of the Data Protection Act 1998. By completing this form and returning it to Chapter, whether electronically or by hand, you are giving your explicit permission for us to process the data for equal opportunities monitoring purposes.

When your application form is received the equal opportunities monitoring form will be removed and used only by HR. This information will be held confidentially and will only be used for the purposes of equal opportunities monitoring. **All data will be treated as strictly confidential.**

- **Opportunity applied for:** \_\_\_\_\_
- **How did you hear about this opportunity:** \_\_\_\_\_
- **Date:** \_\_\_\_\_

## Age?

- Under 25
- 25-34
- 35-44
- 45-54
- 55-64
- 65+

## What best describes your gender?

- Male
- Female
- Non - binary
- Intersex
- Prefer not to say
- I prefer to self-describe, please specify: \_\_\_\_\_

## What is your sexual orientation?

- Bisexual
- Gay/Lesbian
- Heterosexual/straight
- Pansexual
- Queer
- Prefer not to say
- I prefer to self-describe please specify: \_\_\_\_\_

**Is your gender identity the same as the sex you were assigned at birth?**

- Yes
- No
- Prefer not to say

**Do you/have you ever identified as transgender?**

- Yes
- No
- Prefer not to say
- I prefer to self-describe please specify: \_\_\_\_\_

## **Disability**

Do you consider yourself to have a disability?

- Yes
- No

Under the Disability Discrimination Act 1995 a disability is described as a physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities.

## Religion, religious belief or similar philosophical belief

- None religious (eg Atheist, Humanist, etc)
- Christian (Roman Catholic, Church of England/Wales, other)
- Buddhist
- Hindu
- Muslim
- Jewish
- Sikh
- Spiritualist
- Other religion or similar philosophical belief, please specify: \_\_\_\_\_
- Prefer not to say

## Ethnicity

### Asian, Asian Welsh, Asian British

- Indian
- Pakistani
- Bangladeshi
- Chinese
- Japanese
- Any other Asian background, please specify: \_\_\_\_\_

### Black, Black Welsh, Black British

- Caribbean
- African
- Any other Black background, please specify: \_\_\_\_\_

### Middle Eastern, North African

- Arab – Middle Eastern
- Arab – North African
- Any other Middle Eastern/North African background, please specify:  
\_\_\_\_\_

### Mixed Heritage

- Black Caribbean and White
- Black African and White
- Asian and White
- Any other Mixed Heritage background, please specify:  
\_\_\_\_\_

### White

- White Welsh

- White British
- White Irish
- White Scottish
- White European
- White non-European
- White Roma, Gypsy or Irish Traveller
- Any other White background, please specify: \_\_\_\_\_

**Other**

- Other ethnic background, please specify: \_\_\_\_\_
- Prefer not to say