

# Dudley Group of Hospitals: Equality Impact Assessment

## Step 3: Assessment Tool

<b>Name of Policy or Service being assessed:</b> <p style="text-align: right;"><b>Safeguarding Children Policy</b></p>
---

<b>Directorate:</b>	Operations
<b>Service/ Department</b>	Safeguarding

<b>Head of Service:</b> (who will sign off this EIA)	Pamela Smith, Matron for Paediatrics and Neonates
---	---

<b>Lead Officer:</b> (completing this EIA)	Carol Weston
<b>Date of EIA</b>	28 <sup>th</sup> Feb 2013

<b>Names and roles of any other people supporting the EIA (e.g. advisory group)</b>

### **Section 1 - Introduction**

#### ***Identify the aims of the Policy/Service and rationale behind its delivery***

The aim of this section is to state the aim, objective or purpose of the policy/service:

<b>How does the policy fit in with the Trust's wider aims?</b>	This policy outlines the Trusts responsibilities to ensure all staff are aware of their individual responsibilities regarding safeguarding children.
--	--

	Reflecting the care respect and responsibility aims of the trust.
<b>Is the policy/service delivered by one department/directorate or in conjunction with other departments, agencies etc? Which?</b>	Safeguarding children is the responsibility of all staff.
<b>State the underlying aims and objectives of the policy/service and what it is trying to achieve.</b>	Enhanced safeguarding of children by raising awareness of the corporate and individuals responsibility to safeguard children when working with children their parents or carers.  Compliance with statutory requirements to safeguard children.
<b>Who are the main stakeholders in relation to this policy/service?</b>	Dudley Group NHS Foundation Trust.

***How is the policy/service delivered?***

<b>Is there a target group for this service or policy?</b>	All staff employed by Dudley Group NHS Foundation Trust and contractors.
<b>Are there any eligibility criteria? If so state</b>	None
<b>Is it in-patient/out-patient or staff service/policy?</b>	Staff service policy.
<b>Is the service in-house or contracted out?</b>	In-house.
<b>Is it delivered by staff directly employed by the Trust or agency staff?</b>	Delivered by all staff.

--	--

**Section 2 - Data collection and analysis**

Impact assessment should aim to promote equality across the following six ‘equality areas’:

- Age
- Disability
- Ethnicity/Race
- Faith/religious belief
- Gender (includes gender identity)
- Sexual orientation.

*Note: Corporate data collection systems may not yet facilitate the collection of data for all these areas. Data collection may vary across service provision. (In some instances it may not be possible/appropriate to monitor each of the groups below. However, what data exists should inform the assessment and any gaps in data should be highlighted by the assessment).*

- **In the context of the policy or service being assessed, what equalities monitoring data is collected in relation to the following areas:**

*Note: this question may be more relevant to service areas than policies, should initially be applied to both).*

	<b>Age</b>	<b>Disability</b>	<b>Ethnicity/ Race</b>	<b>Faith</b>	<b>Gender/ Gender identity</b>	<b>Sexual orientation</b>
<b>Profile of service users</b>	Data captured within Oasis	None				
<b>Profile of staff delivering the service</b>	Data captured within ESR	Data captured within ESR				

<b>Profile of any training available and who has taken it up</b>	Data capture d within ESR	Data captured within ESR				
<i>[Other relevant areas]</i>						

Based on the above:

<b>What are the gaps in information required?</b>	Assessment of sexual orientation not appropriate for this age group.
<b>Do you have information on the profile of the local population (where relevant) or of the patient group or target group affected by the policy/service? Or do you know how to access this (this may be held corporately)?</b>	Staff demographics held corporately. Demographics of child population available from Local Authority.
<b>What steps need to be taken to address any of the above?</b>	None

### Section 3 - Broad Needs Analysis of the Policy or Service Area

Please set out your understanding of the needs of your service users and any barriers to having these needs met and any barriers to accessing/delivering your service.

<p><b>Does the customer profile of your service reflect the local population (where relevant) or the target group for the service/policy?</b> <i>(You may wish to refer to information held corporately by the Trust that has been drawn from census data).</i></p>	<p>This service available to all patients and their families.</p>
<p><b>How are people from each equality group reflected in the policy/take-up of services? Is there any under or over representation by certain groups? Are there any known explanations for this?</b></p>	<p>Take up of this service reflects trends for vulnerability as assessed by</p>
<p><b>Are staff trained in equality awareness and cultural awareness relevant to the needs of your service user group? (Where staff are the 'user group', are managers trained)?</b></p>	<p>Cultural awareness and diversity training is available.</p>
<p><b>Are there any factors about the policy or the way the service is delivered that could have an equalities impact? Consider referral routes; physical access; translation and interpreting services etc.</b></p>	<p>The policy is reliant on staff working in a non discriminatory manner.</p> <p>Interpreting services are available as required.</p>
<p><b>What methods do you use to ensure that people from diverse groups and communities are reflected in the policy/have access to the service?</b></p>	<p>Policy reflects anti-discriminatory practice. Safeguarding vulnerable groups reflected in policy.</p> <p>Cultural aspects of safeguarding included. Safeguarding children is a trustwide service and all staff made aware of responsibilities by training, visual reminder on screensaver, and written information annually.</p>

<p><b>Are there any measures in place, if appropriate, to ensure that traditionally excluded communities (e.g. minority ethnic groups, people with learning disabilities etc) are not excluded from the policy/have access to the service?</b></p>	<p>All children are safeguarded regardless of disability, ethnicity.</p> <p>Information for parents carers and children available and can be translated if required.</p>
<p><b>Has the policy/service been subject to any complaints, which involve equality issues?</b></p>	<p>NO.</p>
<p><b>What relevant consultation exercises have been carried out over the last two years and/or are planned in the near future? (e.g. Patient Forums, community groups, special interest groups etc)</b> (You may need to consult with groups as part of this assessment or as part of the action plan arising from the assessment)</p>	<p>No formal staff consultations have been carried out.</p> <p>The policy refers to Local Safeguarding Board Policies</p> <p>This policy will be reviewed by the members of the Internal Safeguarding Board.</p>
<p><b>Were there/are there any implications for equalities groups arising from these consultations?</b></p>	<p>None</p>

## Section 4 - Assessment

Based on the information you have gathered above:

	Age	Disability	Ethnicity/ Race	Faith	Gender/ Gender identity	Sexual orientation
<b>Have you identified any differential impacts of the policy / service on any of the equality groups?</b>	NO	No.	No Impact	No impact	No impact	No impact
<b>Have you identified any good practice in promoting equality?</b>	All children to be safeguarded.	All children to be safeguarded.	All children to be safeguarded.	All children to be safeguarded.	All children to be safeguarded.	All children to be safeguarded.
<b>In what way does the policy/ service work to eliminate discrimination?</b>	Policy for safeguarding children respects diversity,	Policy for safeguarding children respects diversity, promotes equality	Policy for safeguarding children respects diversity, promotes equality	Policy for safeguarding children respects diversity, promotes equality	Policy for safeguarding children respects diversity, promotes equality	Policy for safeguarding children respects diversity, promotes equality

	promotes equality					
<b>How does the policy / service promote equal opportunities?</b>	All children to be safeguarded.					
<b>How does the policy / service contribute to better community cohesion and good community relations?</b>	The policy provides local guidance to assist staff when safeguarding children	The policy provides local guidance to assist staff when safeguarding children	The policy provides local guidance to assist staff when safeguarding children	The policy provides local guidance to assist staff when safeguarding children	The policy provides local guidance to assist staff when safeguarding children	The policy provides local guidance to assist staff when safeguarding children
<b>Are there are groups other than the six 'equality groups' already considered that may be adversely affected by the policy?</b>	No					

**Section 5 - Adverse Impact and recommended actions**

Based on the above analysis:

<p><b>What if any, are the main areas where adverse impact has been identified/requiring improvement?</b></p>	<p>No data is available for specific instances where policy has been applied.</p>
<p><b>Does the adverse impact amount to potential or actual discrimination? (If Yes, or you are not sure, please refer to your line manager or to Human Resources Dept for further advice and guidance.</b></p>	<p>No</p>
	<p><b>ACTION PLAN</b></p>
<p><b>What measures that can be taken to remove or minimise any adverse impact identified or how adverse impact could be avoided in the future? Please list the specific actions and timescales for progressing these measures.</b></p>	<p>Use of the Safeguarding Policy to be assessed through local Auditing procedures.</p> <p>Referrals to safeguarding team to be collated and assessed for impact on specific client groups.</p>
<p><b>What areas of good practice have been identified through the EIA process that could be replicated elsewhere?</b></p>	<p>This policy highlights the sensitive nature of safeguarding and stresses the importance of working in a non discriminatory manner.</p>

## **Section 6 - Monitoring and Review of policy**

<b>The results of the EIA and action plan should be sent to the Medical Service Head, Matron or Head of Department as appropriate, so it can inform service planning and development.</b>	Date sent: 11 <sup>th</sup> April 2013
<b>Each policy/service has to be reviewed for equality impact every three years.</b>	Date for next review: 2016

## **Section 7 – Signing off**

<b>Does this policy or service need to be referred for further assessment/legal advice?</b> <b>If Yes, please state what date your line manager and HR manager have been notified.</b>	N/A  Date: N/A

**Lead officer** completing the assessment:

Name: Carol Weston, Named Nurse for Safeguarding Children

**Head of Service, Matron or Head of Department** to sign off the assessment:

Name: Pamela Smith, Matron For Paediatrics and Neonates

Signed:

Date: 11<sup>th</sup> April 2013

## **Section 8 –Publishing the results**

**We have a specific statutory duty to publish the results of EIAs and to have available results of the EIA and monitoring of any actions agreed.** This will include access to the assessment via the Trust's website. As well as sending your completed EIA to your Head of Service, Matron or Head of Department **please also send it to:**

**Liz Abbiss, Head of Communications, Trust HQ.**

**Date sent:** 25<sup>th</sup> April 2013

Thank you.