

# Equality Impact Assessment Template – Policy, function or strategy

This document should be completed when a new policy, function or strategy is introduced or when a substantive change to an existing policy, function or strategy is recommended.

<b>1. Policy, function or strategy</b>		
a.	Name/description of the policy, function or strategy <sup>1</sup>	Bereavement, change and loss policy
b.	Responsible organisation(s)/Lead Service	Education Services
c.	Lead Officer	Michael Roach Head of Education
d.	Date of Impact Assessment	17.2.2025
e.	Partners/other Services involved in the development of the policy, function or strategy	Educational Psychology Team
f.	Is the policy, function or strategy?	<input type="checkbox"/> New
		<input checked="" type="checkbox"/> Reviewed/Revised
g.	What is the purpose of the policy, function or strategy (include details of any new legislation which prompted the introduction of the policy, function or strategy or the substantive change to the policy, function or strategy)?	The purpose of the policy is to provide support and advice to key stakeholders within and linked to the education service relating to young people experiencing bereavement, change and loss.
h.	What are the intended outcomes of the policy, function or strategy?	To reflect national best practice, current research to ensure that the wellbeing of young people is supported during periods of bereavement, change and loss.
i.	Geographical area (Inverclyde-wide or a specific location)	Across all areas in Inverclyde

<sup>1</sup> Please attach details of the policy, function or strategy to this Template

j.	Which parts of the Equality Duty will the policy, function or strategy impact on?	x	Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by The Equality Act 2010
		x	Advance equality of opportunity between people of different groups
		<input type="checkbox"/>	Foster good relations between people from different groups
k.	Will those who may be directly or indirectly affected by the policy, function or strategy be involved in its development?	Yes. The strategy has been devised and revised in consultation with key stakeholders, including parents and carers.	

2. Does the policy, function or strategy impact on:		
	Yes	No
a. Protected Characteristics under The Equality Act 2010: Age; Care experienced; Disability; Gender Reassignment; Marriage and Civil Partnership; Pregnancy and Maternity; Race; Religion and Belief; Sex; Sexual Orientation ( <b>see Section 3</b> )	x	
b. Reducing inequalities of outcome caused by socio-economic disadvantage – Fairer Scotland Duty <sup>2</sup> ( <b>see Section 6</b> )	x	
c. Inverclyde Alliance Partnership Plan 2023/33 <sup>3</sup> ( <b>see Section 7</b> )	x	
d. Council Plan 2023/28 <sup>4</sup> ( <b>see Section 8</b> )	x	

<sup>2</sup> [Fairer Scotland Duty: guidance for public bodies](#)

<sup>3</sup> [Inverclyde Alliance Partnership Plan 2023/33](#)

<sup>4</sup> [Council Plan 2023/28](#)

**3. If 'Yes' is selected for any part of Section 2, please populate the other relevant Sections of this Template.**

**4. If 'No' is selected for every part of Section 2, please state the reasons for this.**

**Please sign below and email a copy of this Template to Karen Barclay, Corporate Policy and Performance Officer:**  
**[karen.barclay@inverclyde.gov.uk](mailto:karen.barclay@inverclyde.gov.uk)**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>3. Impact – Protected Characteristics</b>						
<b>Which of the Protected Characteristics will the policy, function or strategy have an impact upon?</b>						
<b>Protected Characteristic</b>	<b>Impact</b>					<b>Reasons/Comments</b>
	<b>Positive</b>		<b>Neutral</b>	<b>Negative</b>		
	High	Low			High	Low
Age	X					This policy is aimed at young people to ensure they are fully supported and have their needs met during periods of bereavement, change and loss.
Care experienced	x					As above.
Disability	x					As above.

Classification: Official

Gender Reassignment			=			
Marriage and Civil Partnership			=			
Pregnancy and Maternity			=			
Race	X					As above.
Religion and Belief			=			
Sex	X					As above.
Sexual Orientation			=			
Other groups to consider <ul style="list-style-type: none"> <li>• Carers</li> <li>• The Armed Forces Covenant Duty</li> </ul>	X					As above.

<b>4. Which parts of the Equality Duty will the policy, function or strategy have an impact upon?</b>	
x	Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by The Equality Act 2010
x	Advance equality of opportunity between people from different groups
<input type="checkbox"/>	Foster good relations between people from different groups

<b>5. Impact – Groups</b>	
From the information you have highlighted above, describe the positive and negative impacts and the groups affected under The Equality Act 2010.	
<b>Positive impact</b> + <i>(Describe groups affected.)</i>	<b>Negative impact</b> - <i>(Describe groups affected.)</i>
<u>Age</u> This policy is aimed at young people to ensure attendance at school in order to give them the best start in life.	<u>Age</u>
<b>Care experienced</b>	<b>Care experienced</b>

<p>The policy will positively impact on children who are Care Experienced by positively supporting them should they experience bereavement, change and loss.</p>	
<p><b>Disability</b> This policy will positively impact on the lives of those with additional support needs by positively supporting them should they experience bereavement, change and loss.</p>	<p><b>Disability</b></p>
<p><b>Sex</b> The policy will positively impact on all children by positively supporting them should they experience bereavement, change and loss.</p>	<p><b>Sex</b></p>
<p><b>Armed Forces</b> The policy will positively impact on all children by positively supporting them should they experience bereavement, change and loss.</p>	

**6. Impact – Fairer Scotland Duty**

What impact will the policy, function or strategy have on reducing inequalities of outcome caused by socio-economic disadvantage?

Positive impact +	Neutral impact =	Negative impact -
+		
<b>Briefly describe how the policy, function or strategy will impact on reducing inequalities of outcome.</b>		
<p>This policy will have a positive impact by positively supporting young people should they experience bereavement, change and loss.</p> <p><b>Ensuring Access to Quality Early Learning</b></p> <p>By supporting young people should they experience bereavement, change and loss this will ensure that young people have access to all the learning opportunities they are entitled to.</p> <p><b>Supporting Children with socio-economic disadvantage</b></p> <p>As above.</p> <p><b>Promoting Parental Employment and Education</b></p> <p>As above.</p> <p><b>Enhancing Social Integration and Learning Opportunities</b></p> <p>As above.</p>		

**7. Impact – Inverclyde Alliance Partnership Plan 2023/33**

Which Themes from the Inverclyde Alliance Partnership Plan 2023/33 will the policy, function or strategy impact on?

x	<p><b>Theme 1: Empowered people</b></p> <ul style="list-style-type: none"> <li>• Communities can have their voices heard, and influence the places and services that affect them</li> <li>• Gaps in outcomes linked to poverty are reduced</li> </ul>
x	<p><b>Theme 2: Working people</b></p> <ul style="list-style-type: none"> <li>• More people will be in sustained employment, with fair pay and conditions</li> <li>• Poverty related gaps are addressed, so young people can have the skills for learning, life and work</li> <li>• Businesses are supported and encouraged to reduce their carbon footprint and develop green jobs</li> </ul>
x	<p><b>Theme 3: Healthy people and places</b></p> <ul style="list-style-type: none"> <li>• People live longer and healthier lives</li> <li>• Supportive systems are in place to prevent alcohol and drug misuse</li> <li>• Our natural capital is looked after, and we are effectively adapting and mitigating the effects of climate change</li> </ul>
x	<p><b>Theme 4: A supportive place</b></p> <ul style="list-style-type: none"> <li>• Vulnerable adults and children are protected and supported, ensuring they can live safely and independently</li> <li>• We recognise where people are affected by trauma, and respond in ways that prevent further harm and support recovery</li> <li>• Public protection and community safety are improved through targeting our resources to reduce the risk of offending and harm</li> </ul>
x	<p><b>Theme 5: A thriving place</b></p> <ul style="list-style-type: none"> <li>• Growth in our working age population by encouraging people to stay here, and attracting new people to settle here</li> <li>• Development of strong community-based services that respond to local need</li> <li>• Homes are energy efficient and fuel poverty is reduced</li> <li>• Increased use of active travel and sustainable transport options</li> <li>• Easy access to attractive and safe public spaces, and high-quality arts and cultural opportunities</li> </ul>

**Briefly describe how the policy, function or strategy will impact on the Inverclyde Alliance Partnership Plan 2023/22 Themes.**

This policy impacts on all aspects of the Inverclyde Alliance Partnership 2023/33.



The policy will positively impact on all children by supporting them to fully access their learning should they experience bereavement, change and loss.

**8. Impact – Council Plan 2023/28**

**Which Themes from the Council Plan 2023/28 will the policy, function or strategy impact on?**

x	<p><b>Theme 1: People</b></p> <ul style="list-style-type: none"> <li>• Our young people have the best start in life through high quality support and education</li> <li>• Gaps in outcomes linked to poverty are reduced</li> <li>• People are supported to improve their health and wellbeing</li> <li>• More people will be in employment, with fair pay and conditions</li> <li>• Our most vulnerable families and residents are safeguarded and supported</li> </ul>
x	<p><b>Theme 2: Place</b></p> <ul style="list-style-type: none"> <li>• Communities are thriving, growing and sustainable</li> <li>• Our strategic housing function is robust</li> <li>• Our economy and skills base are developed</li> <li>• We have a sufficient supply of business premises</li> <li>• Our natural environment is protected</li> </ul>
x	<p><b>Theme 3: Performance</b></p> <ul style="list-style-type: none"> <li>• High quality and innovative services are provided, giving value for money</li> <li>• Our employees are supported and developed</li> </ul>

**Briefly describe how the policy, function or strategy will impact on the Council Plan 2023/28 Themes.**

This strategy will impact on all aspects of the Council Plan 2023/28:

School performance will be raised by this strategy.

The policy will positively impact on all children by supporting them to fully access their learning should they experience bereavement, change and loss.

**9. Evidence**

What evidence do you have to help identify any potential impacts of the policy, function or strategy?

Note: Evidence could include information from consultations, surveys, the Citizens’ Panel, focus groups, interviews, projects, user feedback, complaints, Officers’ knowledge and experience, equalities monitoring data, publications, research, reports, and local and national groups.

<b>Evidence</b>	<b>Details</b>
Consultation/engagement (including any carried out while developing the policy, function or strategy)	The policy when originally drafted in 2019, was written in consultation with key stakeholders, including those with lived experience.
Research	Education Scotland reviews and guidance, including a range of research as referenced within the policy.
Officers’ knowledge and experience (including feedback from frontline staff)	As above
Equalities monitoring data	
User feedback (including complaints)	

Stakeholders	As above.
Other	
Are there information gaps and, if so, what are these?	No

**10. Consequences of Analysis**

What steps will you take in response to the findings of your analysis? Please select at least one of the following and provide a brief explanation.

a.	Continue development with no changes	<input checked="" type="checkbox"/>	
b.	Continue development with minor alterations	<input type="checkbox"/>	
c.	Continue development with major changes	<input type="checkbox"/>	
d.	Discontinue development and consider alternatives (where relevant)	<input type="checkbox"/>	

How will the effect of the policy, function or strategy be monitored following implementation?

The policy has been kept under review since being written in 2019, and will continue to be.

<p>When is the policy, function or strategy due to be implemented?</p> <p>Has been in place since 2019.</p>
<p>When will the policy, function or strategy be reviewed?</p> <p>To be confirmed.</p>
<p>What resources are available for the implementation of the policy, function or strategy? Have these resources changed?</p> <p>The policy has a range of resources as appendices.</p>

**11. Please use the space below to detail any other matters arising from the Equality Impact Assessment process, including what action could be taken to mitigate the impact of the policy, function or strategy.**

<b>Details of the Person(s) who completed the Assessment:</b>	
Name:	Michael Roach
Position:	Head of Education
Date:	17.2.2025
<b>Authorised by:</b>	
Name:	Ruth Binks
Position:	Corporate Director Education Communities and Organisational Development
Date:	17.2.2025

**Please send a copy of the completed Template to Karen Barclay, Corporate Policy and Performance Officer at [karen.barclay@inverclyde.gov.uk](mailto:karen.barclay@inverclyde.gov.uk).**