

North View Housing Association Equality Impact Assessment Tool



Name of the policy / proposal to be assessed	Attendance & Absence Management Policy	Is this a new policy / proposal or a revision?	revision
Person(s) responsible for the assessment	Alison Main		
1. Briefly describe the aims, objectives and purpose of the policy / proposal	The purpose of this Policy is to help all employees achieve good attendance, and to ensure that a consistent and fair approach in managing attendance is adopted throughout the organisation. It also sets out processes for reporting sickness and managing attendance and absence.		
2. Who is intended to benefit from the policy / proposal? <i>(e.g. applicants, tenants, staff, contractors)</i>	The Policy is intended to benefit staff (including line managers).		
3. What outcomes are wanted from this policy / proposal ? <i>(e.g. the benefits to customers)</i>	The Policy outcome is to ensure that the Association has good attendance from all staff in order to meet its objectives.		
4. Which protected characteristics could be affected by the proposal? (tick all that apply) <div style="display: flex; flex-wrap: wrap; padding: 5px;"> <div style="width: 25%;"><input type="checkbox"/> Age</div> <div style="width: 25%;"><input type="checkbox"/> Disability</div> <div style="width: 25%;"><input type="checkbox"/> Marriage & Civil Partnership</div> <div style="width: 25%;"><input type="checkbox"/> Pregnancy/Maternity</div> <div style="width: 25%;"><input type="checkbox"/> Race</div> <div style="width: 25%;"><input type="checkbox"/> Religion or Belief</div> <div style="width: 25%;"><input type="checkbox"/> Gender</div> <div style="width: 25%;"><input type="checkbox"/> Reassignment</div> <div style="width: 25%;"><input type="checkbox"/> Sexual Orientation</div> </div>			

5. If the policy / proposal is not relevant to any of the **protected characteristics** listed in part 4, state why and end the process here.

Disability

The Policy notes that the Association will adopt a sympathetic approach to staff suffering from a long-term and/or chronic health conditions and sets out the points that will be considered in relation to long-term absence. Also, absence periods related to underlying medical conditions classed as a disability under the Equality Act will not be counted for the purpose of attendance and absence management process. The policy should, therefore, not have a detrimental impact on employees with a disability.

Pregnancy/Maternity

The Policy notes that absence periods related to pregnancy will not be counted for the purpose of attendance and absence management process. The Policy should, therefore, not have a detrimental impact on pregnancy or maternity related absence.

Reassignment

Employee terms and conditions notes that time off with pay may be granted for medical treatment. This Policy is, therefore, unlikely to have an equality impact relating to gender reassignment.

We have no evidence to suggest that the Policy will have an impact on age, marriage and civil partnership, race, religion or belief, gender or sexual orientation.

6. Describe the likely positive or negative impact(s) the policy / proposal could have on the groups identified in part 4	Positive impact(s)	Negative impact(s)
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7. What actions are required to address the impacts arising from this assessment? (<i>This might include; collecting additional data, putting monitoring in place, specific actions to mitigate negative impacts</i>).	-	

Signed: Ashon Main (Job title): Director

Date the Equality Impact Assessment was completed: 7th June 2024