**Diversity Monitoring Form**

**Why do we ask for this information and what is it used for?**

As an Arts Council National Portfolio Organisation, we are required to report statistics annually on our employee, volunteer, and board diversity. We also collect this information as part of recruitment to monitor the diversity of applications to inform and improve the inclusiveness of our recruitment processes and to ensure those processes and our company policies are compliant with The Equality Act 2010 and any other relevant legislation.

The questions asked relate to: gender, age, ethnicity, disability, neurodiversity, sexuality, and socio-economic background. The listed options for each question are based on the current statistical reporting requirements for Arts Council England.

**Who is this information shared with?**

Aggregate and anonymised data is shared with Arts Council England, and other such funding bodies as required. Anonymised statistics may also be shared with Barnsley Civic Enterprise Ltd’s senior management and board for monitoring purposes as stated above.

Individual responses and non-anonymous data will **NOT** be shared with any 3rd party organisation, or any other member of BCE Ltd staff not assigned with collection and analysis of this data.

Individual responses will be securely stored such that they cannot be accessed by anyone else.

Where this information is collected as part of a recruitment process, this data will **NOT** be seen by any member of staff directly involved with that recruitment and will be separated from any application before shortlisting.

**FORM COMPLETED BY :**

**1. How would you describe your gender identity**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Female (incl. trans women) |  | Male (incl. trans men) |  | Non-Binary |
|  |  |  |  |  |  |
|  | Prefer Not to Say |  |  |  |  |

**2. Do you identify as transgender?
(i.e., Is your gender identity different to the gender you were assumed to be at birth?)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | NO |  | YES |  | Prefer Not to Say |

**3. What is your age? (Please also include your date of birth: / /      )**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | 0 - 19 |  | 20 - 34 |  | 35 - 49 |
|  |  |  |  |  |  |
|  | 50 - 64 |  | 65 - 74 |  | 75+ |
|  |  |  |  |  |  |
|  | Prefer Not to Say |  |  |  |  |

**4. What is your ethnicity? (Ethnicity is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong.)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | White British |  | Bangladeshi |
|  | White Irish |  | Chinese |
|  | Gypsy, Roma or Irish Traveller |  | Any other Asian background |
|  | Any other White background |  | Black African |
|  | White & Black Caribbean |  | Black Caribbean |
|  | White & Black African |  | Any other Black background |
|  | White & Asian |  | Arab |
|  | Any other Mixed background |  | Latin American |
|  | Indian |  | Any other ethnic group |
|  | Pakistani |  | Prefer Not to Say |

**5. Do you identify as deaf or a person with a disability, OR have a long-term health condition?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | NO |  | YES |  | Prefer Not to Say |

**6. Do you identify as Neurodivergent?
(e.g., Autistic, ADHD, OCD, Dyslexia, Dyspraxia etc)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | NO |  | YES |  | Prefer Not to Say |

**7. What is your sexual orientation?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Bisexual |  | Gay Man |  | Gay Woman / Lesbian |
|  |  |  |  |  |  |
|  | Heterosexual / Straight |  | Queer (or Other) |  | Prefer Not to Say |

**8. What was the type of occupation of the main/highest income earner in your household when you were 14 years old?**

|  |  |  |
| --- | --- | --- |
|  | Modern Professional Occupation | e.g., teacher, nurse, musician, police, software designer |
|  | Clerical and Intermediate Occupation | e.g., secretary, personal assistant, call centre agent |
|  | Senior Manager and Administrator | e.g., finance managers, chief executive etc. |
|  | Technical and Craft Occupation | e.g., mechanic, plumber, electrician, train driver |
|  | Semi-Routine Manual and Service Occupation | e.g., postal worker, security guard, sales assistant. |
|  | Routine Manual and Service Occupation | e.g., van driver, cleaner, sewing machinist, bar staff |
|  | Middle or Junior Manager | e.g., office / retail / bank / restaurant manager |
|  | Traditional Professional Occupation | e.g., solicitor, accountant, medical practitioner, scientist |
|  | Short Term Unemployed | e.g., Claimed benefits for less than 1 year |
|  | Long Term Unemployed | e.g., Claimed benefits for more than 1 year |
|  | Self Employed |  |
|  | Retired |  |
|  | Not Applicable |  |
|  | Don’t Know |  |
|  | Prefer Not to Say |  |