



The Information Age

It seems like wherever you go these days' people want to know everything about you. How old are you? What religion are you? Are you a man or a woman? What's your ethnic background? Do you have a disability? Sometimes it can feel like organisations are being really nosey and you might be unhappy sharing your personal details.

What's it got to do with us?

At Walsall College we ask you for this information when you apply to work with us and while you are working with us. You are probably wondering why we are asking for all of these personal details. Here's why:

- To get an accurate picture of our workforce.
- To inform us about any support you might need during your employment at Walsall College.
- To help us to improve facilities to support your needs.
- To help us to identify inequalities and close any equality gaps we might identify as a result of our research.
- To ensure every employee has the same access to training, promotion and other opportunities.
- To ensure we promote Equality and Diversity in everything we do.

More information = better support and services.

Why do we need to know?

We hear stories all the time about people being treated unfairly. The Equality Act 2010 states that no organisation can treat a person unfairly because of any of the following:

- Age
- Race
- Religion
- Gender
- Sexuality
- Gender Reassignment
- Disability
- Marital Status
- Pregnancy/Maternity

This means that the information you give us will be used to ensure that barriers in the workplace are removed or minimised. In fact giving us this information allows us to make sure that all people are treated fairly. When we use the information your name will not even be attached so we won't know it relates to you!

We support!



Is my information safe and respected?

You may worry that the information that you give us is not safe. There are very strict laws on how we deal with the information you give us and we are not allowed to share it with anyone without your permission. Of course, if you don't feel totally comfortable we will respect your right to refuse to provide the information. We would really like it if you came and talked to us about your concerns first though.

Your information is safe with us!

Can my information really help?

The information you give us might help us to identify particular groups of people who may be disadvantaged in a particular area such as accessing training, promotion, pay and other opportunities in College. Once we have identified any gaps, we can find out the reasons and take action to close them. For example, we can assess your individual needs to ensure that the right support is in place to support you at work so that you can be confident that your individual needs will be met and you have the best chance of achieving your full potential. All of the information you give allows us to make these decisions.

Yes, we need your help to shape our College!



Will it make a difference?

Although giving out all of this personal information might feel a bit uncomfortable, you are really making a difference by telling us about yourself. We need to know who our staff are so that we can provide the best possible working environment. We rely on this information to make sure everyone has the best chance of achieving their goals. If you don't tell us, we can't know how best to support you.

Yes, help us to help you!



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