

Equality Impact Assessment

Summary

Name of Policy or practice	Priority Task Arrangements Guidance		
New Policy or Revision	New Guidance		
Policy Owner (role)	Head of Human Resources		
Date Policy Owner Confirmed Completion	February 2025		
Agreed Schedule Review Date	February 2028	Additional review date (Action review date)	N/A

Action Plan

This section is completed at the end of the Equality Impact Assessment. Due to the importance of embedding equality in SQA through our actions the Action Plan will be the focus and record of ongoing actions.

Explain how you will monitor and record the actual impact on equality groups, including how the evidence can be revisited to measure the actual impact.

Required Actions	Owner	Comment & Review
Review and assess feedback on a quarterly basis from joint trade unions (Unite and Unison) through SQA's Joint engagement forum	People Advisory & Resourcing Manager	Ongoing
Review and assess feedback on a quarterly basis from each of SQA's staff community network groups	People Advisory & Resourcing Manager	Ongoing
Continue to review and assess every 2 years SQA's equality mainstreaming report	People Reward and Equalities Manager	Ongoing
Continue to review and assess every 2 years SQA's workforce equality monitoring report	People Reward and Equalities Manager	Ongoing
It is recommended that in 2025, SQA capture and analyse data relating to those selected to undertake work under this guidance with the aim of identifying any disproportionate trends or disadvantages experienced by different groups of employees.	People Operations & Analytics	Ongoing

Policy Aims

What is the rationale for this policy or practice?

In a financially unstable environment, SQA has had to take difficult decisions, including a temporary freeze on non-essential recruitment. This has meant that SQA's workforce must work more efficiently.

The priority task arrangements aim to meet the needs of the business to deliver critical priority tasks / objectives in a cost-effective way. This practice also offers valuable opportunities for development by giving colleagues the chance to gain new skills, knowledge, and experience, and for SQA to develop its workforce.

This guidance is entirely separate from SQA Secondment policy.

What evidence is there to support the implementation or development of this policy or practice?

SQA has an occasional requirement to fill short term gaps in the business to deliver critical tasks. Often, the best person to fill these gaps is an internal colleague, who will benefit from career development in taking on a different role.

SQA Priority Task Arrangement guidance prevents the need for formal secondment arrangements and the additional costs associated with backfilling or recruiting to vacant roles.

What are the aims of this policy or practice?

This process applies to staff members who will temporarily be diverted to work on other tasks or duties in SQA to help deliver priority objectives. It does not replace any other SQA policy (such as Retention / Redeployment or Secondment).

The purpose of this process is to utilise staff resources in a constructive way, temporarily matching staff members to parts of the business that require help to deliver business critical tasks.

The intent of this process is to ensure staff, and the business achieve positive outcomes through an informal and constructive approach. This will allow staff to gain a knowledge of other areas of the business and to bring that knowledge and experience back to their role.

How is the content of these aims relevant to equality groups?

The SQA acknowledges that people who share / do not share, certain 'Protected Characteristics' may, on balance:

- Experience different performance outcomes – for example, older workers and disabled workers.

- Experience compound discrimination or intersectionality i.e. where a person has one or more characteristics and may be subjected to consequentially greater levels of disadvantage.
- Have greater difficulties following or complying with the written requirements of a workplace policy e.g. articulating a reason for concerns in writing, taking part in one to one meetings, following a reporting flowchart etc.
- Experience higher levels of anxiety in respect of formal meetings.

The development, implementation and analysis of the effects of this guidance are therefore relevant to people from all Equality groups as they may risk experiencing disproportionate impacts or outcomes.

It is important that SQA identifies and takes action to mitigate or remove any disadvantage identified which is the overall purpose of this Equality Impact Assessment.

Evidence, Consultation and Engagement

What stakeholders have you engaged with in the development of this policy or practice?

This policy has been developed in consultation with SQA's recognised Trades Unions, Unite and Unison, and in line with SQA Recognition Agreement.

Evidence of all meeting minutes, actions and consultation undertaken is detailed on a dedicated SQA shared resources site.

What evidence about equality groups do you have to support this assessment?

Age

Table 1.1: Age

Age bracket	2019 no	2019 %	2020 no	2020 %	2021 no	2021 %	2022 no	2022 %	Variance no	Variance %
16-24	59	6.32%	50	5.27%	49	4.93%	36	3.47%	-23	-2.85%
25-29	65	6.97%	60	6.32%	73	7.35%	105	10.14%	40	3.17%
30-34	123	13.18%	109	11.49%	96	9.67%	95	9.17%	-28	-4.01%
35-39	131	14.04%	145	15.28%	146	14.70%	144	13.90%	13	-0.14%
40-44	129	13.83%	135	14.23%	146	14.70%	150	14.48%	21	0.65%
45-49	116	12.43%	105	11.06%	113	11.38%	124	11.97%	8	-0.46%
50-54	125	13.40%	141	14.86%	131	13.19%	126	12.16%	1	-1.24%
55-59	119	12.75%	117	12.33%	122	12.29%	122	11.78%	3	-0.98%
60-64	53	5.68%	72	7.59%	81	8.16%	102	9.85%	49	4.16%
65+	13	1.39%	15	1.58%	36	3.63%	32	3.09%	19	1.70%
Total	933	100.00%	949	100.00%	993	100.00%	1036	100.00%	103	11.04%

Table 1.1 shows the age profile of the organisation from 2019 to 2022

Source: SQA Workforce Equality Monitoring Report 2021-23

[Equalities: SQA workforce monitoring report 2021-23](#)

Disability

Table 3.1: Disability

Disability	2019 number	2019 %	2020 number	2020 %	2021 number	2021 %	2022 number	2022 %	Variance number	Variance %
No	417	44.69%	651	68.60%	683	68.78%	697	67.28%	280	22.59%
Not Specified	444	47.59%	152	16.02%	152	15.31%	184	17.76%	-260	-29.83%
Prefer not to say	21	2.25%	68	7.17%	76	7.65%	72	6.95%	51	4.70%
Yes	51	5.47%	78	8.22%	82	8.26%	83	8.01%	32	2.54%
Total	933	100.00%	949	100.00%	993	100.00%	1036	100.00%	103	0.00%

Source: SQA Workforce Equality Monitoring Report 2021-23

[Equalities: SQA workforce monitoring report 2021-23](#)

Table 3.1 shows the composition of the disability self-reporting categories for the period from 2019 to 2022.

Of those staff who have declared a disability, females made up 58.54% (2021) and 53.01% (2022) of the population, and males 41.46% (2021) and 46.99% (2022). Due to the low number of staff declaring a disability within SQA we are unable to publish further intersectional data in relation to disability and other protected characteristics.

Race

Table 7.1: Race

Ethnicity	2019 number	2019%	2020 number	2020%	2021 number	2021%	2022 number	2022%
African, Scottish African or British African	< 5	< 0.54%	< 5	< 0.53%	< 5	< 0.50%	<5	<0.48%
Asian, Scottish Asian or British Asian	13	1.39%	20	2.11%	24	2.42%	25	2.41%
Caribbean or Black	< 5	< 0.54%	< 5	< 0.53%	< 5	< 0.50%	< 5	< 0.48%
Mixed or multiple ethnic group	< 5	< 0.54%	< 5	< 0.53%	< 5	< 0.50%	< 5	< 0.48%
Not specified	383	41.05%	123	12.96%	101	10.17%	122	11.78%
Other ethnic group	< 5	< 0.54%	< 5	< 0.53%	< 5	< 0.50%	< 5	< 0.48%
Prefer not to say	10	1.07%	33	3.48%	34	3.42%	30	2.90%
White	523	56.06%	763	80.40%	825	83.08%	849	81.95%

Source: SQA Workforce Equality Monitoring Report 2021-23

[Equalities: SQA workforce monitoring report 2021-23](#)

Table 7.1 shows the ethnic minority background of staff within the organisation for the period from 2019 to 2022

Just under 3.50% staff declared they were from an ethnic minority background in both 2021 (3.32%) and 2022 (3.38%). However, it is encouraging to note that the percentage of staff declaring they are from an ethnic minority background has increased overall by 3.97% between 2019 and 2022. The percentage of staff within each ethnic minority category has remained relatively stable over the last three years.

Religion or Belief

Table 8.1: Religion or belief

Religion or belief	2019 number	2019%	2020 number	2020%	2021 number	2021%	2022 number	2022%
Another religion or body	< 5	< 0.54%	< 5	< 0.53%	6	0.60%	6	0.58%
Buddhist	< 5	< 0.54%	< 5	< 0.53%	< 5	< 0.50%	< 5	< 0.48%
Church of Scotland	91	9.75%	122	12.86%	127	12.79%	125	12.07%
Hindu	< 5	< 0.54%	< 5	< 0.53%	7	0.70%	8	0.77%
Jewish	< 5	< 0.54%	< 5	< 0.53%	< 5	< 0.50%	< 5	< 0.48%
Muslim	7	0.75%	11	1.16%	10	1.01%	11	1.06%
None	286	30.65%	421	44.36%	462	46.53%	489	47.20%
Not specified	405	43.41%	126	13.28%	102	10.27%	123	11.87%
Other Christian	26	2.79%	43	4.53%	44	4.43%	44	4.25%
Prefer not to say	35	3.75%	98	10.33%	103	10.37%	103	9.94%
Roman Catholic	76	8.15%	118	12.43%	129	12.99%	123	11.87%
Sikh	< 5	< 0.54%	< 5	< 0.53%	< 5	< 0.50%	< 5	< 0.48%

Table 8.1 shows the religion, belief or non-belief status of staff within the organisation for the period from 2019 to 2022.

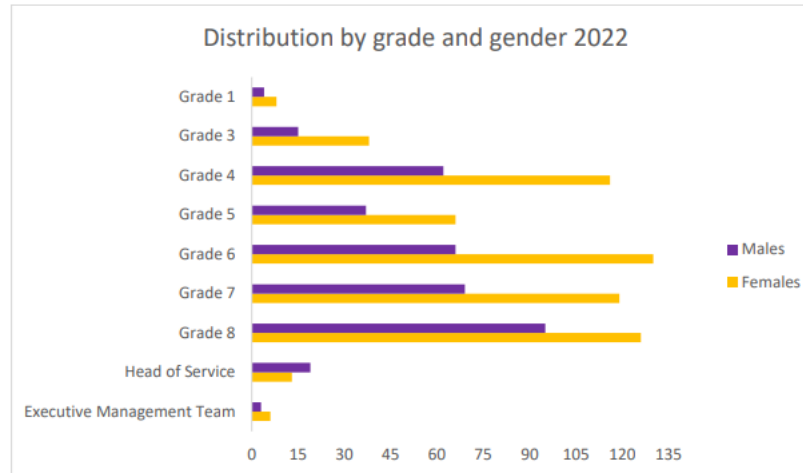
Source: SQA Workforce Equality Monitoring Report 2021-23

[Equalities: SQA workforce monitoring report 2021-23](#)

Sex

Gender

Distribution by grade and gender of SQA grade 1 – EMT



Source: SQA Summary of Equal Pay Audit 2023

[Scottish Qualifications Authority \(sqa.org.uk\)](https://www.sqa.org.uk)

The majority of the 2.9 million lone-parent families in 2022 were headed by a lone mother (2.5 million, 84%)

Source: <https://www.ons.gov.uk/peoplepopulationandcommunity/birthsdeathsandmarriages/families/bulletins/familiesandhouseholds/2022>

59% of unpaid carers are women (Census 2021). Women are more likely to become carers and to provide more hours of unpaid care than men. More women than men provide high intensity care at ages when they would expect to be in paid work (Petrillo and Bennett, 2022)

Source: Carers UK

There are 1.25 million sandwich carers in the UK. These are people caring for an older relative as well as bringing up a family. 68% (850,743) are women.

Source: <https://www.ageuk.org.uk/our-impact/campaigning/care-in-crisis/breaking-point-report/>

Sexual Orientation	Table 10.1: Sexual orientation								
	Sexual Orientation	2019 number	2019%	2020 number	2020%	2021 number	2021%	2022 number	2022%
	Bisexual	9	0.96%	12	1.26%	15	1.51%	16	1.54%
	Gay man	13	1.39%	20	2.11%	21	2.11%	23	2.22%
	Gay woman / lesbian	9	0.96%	10	1.05%	12	1.21%	12	1.16%
	Heterosexual / straight	431	46.20%	670	70.60%	700	70.49%	702	67.76%
	In another way	< 5	< 0.54%	< 5	< 0.53%	< 5	< 0.50%	< 5	< 0.48%
	Not specified	< 5	< 0.54%	< 5	< 0.53%	156	15.71%	189	18.24%
	Not sure	26	2.79%	76	8.01%	< 5	< 0.50%	< 5	< 0.48%
	Prefer not to say	443	47.48%	158	16.65%	84	8.46%	88	8.49%
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Table 10.1 shows the composition of staff sexual orientation within the organisation for the period 2019 to 2022.									
Source: SQA Workforce Equality Monitoring Report 2021-23 Equalities: SQA workforce monitoring report 2021-23									
Gender Reassignment (Gender identity and transgender)	Due to the low number of staff reporting as transgender or describing their gender identity 'in another way', we are unable to publish further data in relation to gender reassignment or gender identity. This data is, however, monitored internally.								

Marriage/Civil Partnership

Table 5.1: Relationship status

Relationship status	2019 number	2019 %	2020 number	2020 %	2021 number	2021 %	2022 number	2022 %
Civil Partnership	7	0.75%	7	0.74%	8	0.81%	9	0.87%
Co-habiting/in a relationship	80	8.57%	112	11.80%	122	12.29%	122	11.78%
Divorced/Dissolved Civil Partnership	14	1.50%	16	1.69%	17	1.71%	19	1.83%
Married	265	28.40%	370	38.99%	425	42.80%	416	40.15%
Married/Civil Partnership	8	0.86%	12	1.26%	14	1.41%	16	1.54%
Not Specified	407	43.62%	179	18.86%	102	10.27%	127	12.26%
Other	< 5	< 0.54%	< 5	< 0.53%	7	0.70%	9	0.87%
Prefer not to say	18	1.93%	49	5.16%	55	5.54%	59	5.69%
Separated	6	0.64%	12	1.26%	12	1.21%	13	1.25%
Single	122	13.08%	183	19.28%	224	22.56%	239	23.07%
Widowed/surviving partner from Civil Partnership	< 5	< 0.54%	6	0.63%	7	0.70%	7	0.68%

Table 5.1 shows the marriage and civil partnership status of staff within the organisation for the period from 2019 to 2022.

Source: SQA Workforce Equality Monitoring Report 2021-23

[Equalities: SQA workforce monitoring report 2021-23](#)

Pregnancy / Maternity

Table 6.1: Pregnancy and maternity

Pregnancy and maternity	2019 number	2019 %	2020 number	2020 %	2021 number	2021 %	2022 number	2022 %
Contract ended as planned					1	3.33%		0.00%
Due to return to work					0	0.00%	11	40.00%
Resigned					0	0.00%	1	4.00%
Returned to work	20	100.00%	10	100.00%	29	96.67%	14	56.00%
Total	20	100.00%	10	100.00%	30	100.00%	26	100.00%

	<p>Table 6.1 details the number of staff who have taken maternity leave, whether they are still on maternity leave (due to return to work), have returned to work following maternity leave, resigned following maternity leave, or their fixed-term contract ended (contract ended as planned).</p> <p>Source: SQA Workforce Equality Monitoring Report 2021-23 Equalities: SQA workforce monitoring report 2021-23</p>
Care experience (where relevant)	SQA does not currently collect Care Experience data.

Impact and Opportunities for Action

The impact that a policy or practice has on an equality group may be different and this requires to be recorded. The impact may not always be negative. Actions are taken to address any differential impact, and include actions to mitigate against any negative impact, to advance equality and to foster good relations between groups.

Each section contains questions for each equality group. These questions are here to support consideration; however, you can provide further detail. Focus initially on the equality groups that would be affected by this policy. If you do not consider that certain equality groups would be affected by this policy, you may leave these sections.

Protected Characteristic	General Equality Duty
Age	Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
	This guidance has not yet been implemented however SQA plan to capture data by protected characteristic, where possible. At the moment we are therefore unable to establish if any disproportionate trends or risks of discrimination exist within SQA in the use or application of this guidance.
	It could be argued that those employees in lower graded posts are more likely to have the opportunity to undertake work in another business area through these arrangements however we view this as a positive impact in relation to age, as these opportunities would increase the breadth of job and business experience.
	In section 3 and 4(c) of this guidance, it is clear that employees have the opportunity to ask for support and that managers are obliged to support flexible working arrangements, reasonable adjustments and hybrid working arrangements as well as any additional support that may be required.
	Probable neutral impact
	Advance equality of opportunity
All SQA employees are entitled to use, access, and of course, be subjected to the Priority Task Arrangements Guidance and there is no evidence to indicate that this guidance could affect employees differently or less favourably, on the grounds of their age.	
Foster good relations	

	All SQA employees are entitled to use, access and be subjected to the Priority Task Arrangements Guidance. However, because there is no protected characteristic related profiling data available for those working elsewhere in the business under this guidance, there is no evidence to indicate that this policy currently fosters good relations between employees of different ages.
Protected Characteristic	General Equality Duty
Disability	Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
	This guidance has not yet been implemented however SQA plan to capture data by protected characteristic, where possible. At the moment we are therefore unable to establish if any disproportionate trends or risks of discrimination exist within SQA in the use or application of this guidance.
	In section 3 and 4(c) of this guidance, it is clear that employees have the opportunity to ask for support and that managers are obliged to support flexible working arrangements, reasonable adjustments and hybrid working arrangements as well as any additional support that may be required.
	Some disabled people, including some neurodivergent people, may struggle in switching from one role to another. Even with Ras, and indeed the reasonable adjustment passport, in place this could pose significant disruption to their normal ways of working. This poses a possible negative impact however this risk is mitigated by the fact that priority task arrangements are voluntary, not mandatory.
	Probable neutral impact
	Advance equality of opportunity
	All SQA employees are entitled to use, access, and of course, be subjected to the Priority Task Arrangements Guidance and there is no evidence to indicate that this guidance could affect employees differently or less favourably, on the grounds of their disability.
	Foster good relations
	All SQA employees are entitled to use, access and be subjected to the Priority Task Arrangements Guidance. However, because there is no protected characteristic related profiling data available for those working elsewhere in the business under this guidance, there is no evidence to indicate that this policy currently fosters good relations with

	disabled employees. However, this guidance will support disabled employees to gain work experience and development in other parts of the business.
Protected Characteristic	General Equality Duty
Race	Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
	This guidance has not yet been implemented however SQA plan to capture data by protected characteristic, where possible. At the moment we are therefore unable to establish if any disproportionate trends or risks of discrimination exist within SQA in the use or application of this guidance.
	In section 3 and 4(c) of this guidance, it is clear that employees have the opportunity to ask for support and that managers are obliged to support flexible working arrangements, reasonable adjustments and hybrid working arrangements as well as any additional support that may be required.
	Probable neutral impact
	Advance equality of opportunity
	All SQA employees are entitled to use, access, and of course, be subjected to the Priority Task Arrangements Guidance and there is no evidence to indicate that this guidance could affect employees differently or less favourably, on the grounds of their race.
	Foster good relations
	All SQA employees are entitled to use, access and be subjected to the Priority Task Arrangements Guidance. However, because there is no protected characteristic related profiling data available for those working elsewhere in the business under this guidance, there is no evidence to indicate that this policy currently fosters good relations between employees of different races.

Protected Characteristic	General Equality Duty
Religion or Belief	Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
	<p>This guidance has not yet been implemented however SQA plan to capture data by protected characteristic, where possible. At the moment we are therefore unable to establish if any disproportionate trends or risks of discrimination exist within SQA in the use or application of this guidance.</p> <p>In section 3 and 4(c) of this guidance, it is clear that employees have the opportunity to ask for support and that managers are obliged to support flexible working arrangements, reasonable adjustments and hybrid working arrangements as well as any additional support that may be required.</p> <p>Probable neutral impact</p>
	Advance equality of opportunity
	All SQA employees are entitled to use, access, and of course, be subjected to the Priority Task Arrangements Guidance and there is no evidence to indicate that this guidance could affect employees differently or less favourably, on the grounds of their religion or belief.
	Foster good relations
	All SQA employees are entitled to use, access and be subjected to the Priority Task Arrangements Guidance. However, because there is no protected characteristic related profiling data available for those working elsewhere in the business under this guidance, there is no evidence to indicate that this policy currently fosters good relations between employees with different religions or beliefs.

Protected Characteristic	General Equality Duty
Sex	Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
	<p>This guidance has not yet been implemented however SQA plan to capture data by protected characteristic, where possible. At the moment we are therefore unable to establish if any disproportionate trends or risks of discrimination exist within SQA in the use or application of this guidance.</p>
	<p>In section 3 and 4(c) of this guidance, it is clear that employees have the opportunity to ask for support and that managers are obliged to support flexible working arrangements, reasonable adjustments and hybrid working arrangements as well as any additional support that may be required.</p>
	<p>Probable neutral impact</p>
	<p>However, women are statistically more likely to be carers of children/relatives than men and may therefore be in part-time employment or require a flexible working pattern. Data extracted from the House of Commons Research Briefing (Women and the UK economy) 2024 tells us that 37.4% of women in employment at the end of 2023 are working part-time, compared to just 14% of males.</p> <p>SQA have mitigated any risk of indirect discrimination when it comes to the selection of an individual for opportunities under the Priority Task Arrangements Guidance as part-time employees, or those with flexible working arrangements in place, will be treated equally and have equal opportunity to take place in work outside of their own business areas.</p>
	<p>Advance equality of opportunity</p>
<p>All SQA employees are entitled to use, access, and of course, be subjected to the Priority Task Arrangements Guidance and there is no evidence to indicate that this guidance could affect employees differently or less favourably, on the grounds of their sex.</p>	
<p>Foster good relations</p>	
<p>All SQA employees are entitled to use, access and be subjected to the Priority Task Arrangements Guidance. However, because there is no protected characteristic related profiling data available for those working elsewhere in</p>	

	the business under this guidance, there is no evidence to indicate that this policy currently fosters good relations between employees of different sexes.
Protected Characteristic	General Equality Duty
Sexual Orientation	Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
	This guidance has not yet been implemented however SQA plan to capture data by protected characteristic, where possible. At the moment we are therefore unable to establish if any disproportionate trends or risks of discrimination exist within SQA in the use or application of this guidance.
	In section 3 and 4(c) of this guidance, it is clear that employees have the opportunity to ask for support and that managers are obliged to support flexible working arrangements, reasonable adjustments and hybrid working arrangements as well as any additional support that may be required.
	Probable neutral impact
	Advance equality of opportunity
	All SQA employees are entitled to use, access, and of course, be subjected to the Priority Task Arrangements Guidance and there is no evidence to indicate that this guidance could affect employees differently or less favourably, on the grounds of their sexual orientation.
	Foster good relations
	All SQA employees are entitled to use, access and be subjected to the Priority Task Arrangements Guidance. However, because there is no protected characteristic related profiling data available for those working elsewhere in the business under this guidance, there is no evidence to indicate that this policy currently fosters good relations between employees of different sexual orientations.

Protected Characteristic	General Equality Duty
Gender Reassignment (Gender identity and transgender)	Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
	<p>This guidance has not yet been implemented however SQA plan to capture data by protected characteristic, where possible. At the moment we are therefore unable to establish if any disproportionate trends or risks of discrimination exist within SQA in the use or application of this guidance.</p> <p>In section 3 and 4(c) of this guidance, it is clear that employees have the opportunity to ask for support and that managers are obliged to support flexible working arrangements, reasonable adjustments and hybrid working arrangements as well as any additional support that may be required.</p> <p>Probable neutral impact</p>
	Advance equality of opportunity
	<p>All SQA employees are entitled to use, access, and of course, be subjected to the Priority Task Arrangements Guidance and there is no evidence to indicate that this guidance could affect employees differently or less favourably, on the grounds of gender reassignment.</p>
	Foster good relations
	<p>All SQA employees are entitled to use, access and be subjected to the Priority Task Arrangements Guidance. However, because there is no protected characteristic related profiling data available for those working elsewhere in the business under this guidance, there is no evidence to indicate that this policy currently fosters good relations between employees who have or are undergoing gender reassignment.</p> <p>SQA's Gender Identity and Transitioning at Work Policy does facilitate and advances the equality of opportunity to employees who are LGBTQ+.</p>

Protected Characteristic	General Equality Duty
Marriage/Civil Partnership	Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
	<p>This guidance has not yet been implemented however SQA plan to capture data by protected characteristic, where possible. At the moment we are therefore unable to establish if any disproportionate trends or risks of discrimination exist within SQA in the use or application of this guidance.</p> <p>In section 3 and 4(c) of this guidance, it is clear that employees have the opportunity to ask for support and that managers are obliged to support flexible working arrangements, reasonable adjustments and hybrid working arrangements as well as any additional support that may be required.</p> <p>Probable neutral impact</p>
	<i>Advance equality of opportunity</i>
	<p>All SQA employees are entitled to use, access, and of course, be subjected to the Priority Task Arrangements Guidance and there is no evidence to indicate that this guidance could affect employees differently or less favourably, on the grounds of marriage or civil partnership.</p>
	<i>Foster good relations</i>
	<p>All SQA employees are entitled to use, access and be subjected to the Priority Task Arrangements Guidance. However, because there is no protected characteristic related profiling data available for those working elsewhere in the business under this guidance, there is no evidence to indicate that this policy currently fosters good relations between employees that are married or are in a civil partnership.</p>

Protected Characteristic	General Equality Duty
Pregnancy / Maternity	Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
	<p>This guidance has not yet been implemented however SQA plan to capture data by protected characteristic, where possible. At the moment we are therefore unable to establish if any disproportionate trends or risks of discrimination exist within SQA in the use or application of this guidance.</p> <p>In section 3 and 4(c) of this guidance, it is clear that employees have the opportunity to ask for support and that managers are obliged to support flexible working arrangements, reasonable adjustments and hybrid working arrangements as well as any additional support that may be required.</p> <p>Probable neutral impact</p>
	Advance equality of opportunity
	All SQA employees are entitled to use, access, and of course, be subjected to the Priority Task Arrangements Guidance and there is no evidence to indicate that this guidance could affect employees differently or less favourably, on the grounds of being pregnant or on maternity.
	Foster good relations
	All SQA employees are entitled to use, access and be subjected to the Priority Task Arrangements Guidance. However, because there is no protected characteristic related profiling data available for those working elsewhere in the business under this guidance, there is no evidence to indicate that this policy currently fosters good relations between employees that are pregnant or on maternity.

Considered by SQA	General Equality Duty
Care experience (where relevant)	Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
	This guidance has not yet been implemented however SQA plan to capture data by protected characteristic, where possible. At the moment we are therefore unable to establish if any disproportionate trends or risks of discrimination exist within SQA in the use or application of this guidance.
	In section 3 and 4(c) of this guidance, it is clear that employees have the opportunity to ask for support and that managers are obliged to support flexible working arrangements, reasonable adjustments and hybrid working arrangements as well as any additional support that may be required.
	Probable neutral impact
	Advance equality of opportunity
	All SQA employees are entitled to use, access, and of course, be subjected to the Priority Task Arrangements Guidance and there is no evidence to indicate that this guidance could affect employees differently or less favourably, on the grounds of their care experience.
Foster good relations	
All SQA employees are entitled to use, access and be subjected to the Priority Task Arrangements Guidance. However, because there is no protected characteristic related profiling data available for those working elsewhere in the business under this guidance, there is no evidence to indicate that this policy currently fosters good relations between employees who have care experience.	

Rationale

If you are proceeding with a decision that may have a negative impact and are not putting in place actions to mitigate against this, please explain how this is objectively justified.
Not applicable.