

## Disability Equality Action Plan - Staff

	<b>Action</b>	<b>By Whom?</b>	<b>When?</b>	<b>Why?</b>	<b>Update 12/07</b>	<b>Priority</b>
1	Exit interview all disabled staff who leave 07-08	POs/EO Adviser	On receipt of resignation and before last day	Identified at EOCG as issue	Ongoing	High
2	Review Recruitment media	POs/Deputy Director of Personnel	By July 2008	Personnel team fortnightly meeting has identified a potential need to widen recruitment media to access/enable wider application pool		Medium
3	Review arrangements for reasonable adjustments	POs/EO Adviser/line managers/staff in post/H & S office	By February 2008	Uncertainty amongst disabled staff about procedure for organising adjustments		High
4	Review College website usability	Webmaster/EO Adviser	By October 2007	Some concern regarding usability of site	Changes made, ongoing review	Medium
5	Establish Disability Focus Groups	Deputy Director Personnel/EO Adviser	By October 2008	Need to understand staff experiences/issues to be able to support disabled staff better		Medium
6	Establish actions derived	Director of Personnel and EO	On completion of working			Medium

	from stress working group	Adviser	group			
7	Review disclosure rates (application forms & staff survey)	EO Adviser	By October 2009	EOCG identified this as issue		Low
8	Develop and implement absence management policy	Personnel Officers/Occupational Health/Trade Union Representatives/Line Managers	March 2008	Enable better college management of all absence including that relating to disability		High
9	Review arrangements for disabled applicants during recruitment process	Personnel Officers/Personnel Assistants/EO Adviser	March 2008	Over 5 years since last review		Medium
10	Review ongoing requirements for staff training on disability	EO Adviser/Staff Development	September 2007	End of pilot training sessions in disability awareness	Disability Awareness training ongoing into 2008	Medium