ROYAL ACADEMY OF MUSIC

EQUALITY IMPACT ASSESSMENT

Department	HR/Registry
Policy	Casual Worker Student Worker Policy

1. Description of Policy

The Academy's Casual Worker Student Worker Policy (the Policy) is a new policy which sets out the principles, expectations responsibilities, and procedures relating to the engagement, and management of Casual Workers and Student Workers in the Academy (Workers). The Academy aims to ensure that opportunities for Workers are managed fairly and in line with relevant employment, safeguarding, immigration, and health and safety requirements. It provides a framework to support flexible working arrangements, while helping to ensure that Workers understand their rights, responsibilities, and terms of engagement. This policy does not apply to employees engaged under a contract of employment, agency workers supplied by an external agency, contractors, volunteers, unpaid work experience students, or individuals undertaking placements where no employment or worker relationship exists.

The purpose of this assessment is to ensure that the Policy promotes equality, diversity, and inclusion, to identify any actual or potential adverse impact on individuals with protected characteristics under the Equality Act 2010, and to identify any actions required to mitigate any adverse impacts.

The Policy is published on the Academy's Policy Repository at Policy Repository - Human Resources - Current Policies - Human Resources and can also be viewed via the link included on the Student Information Hub.

2. **Could the Policy/project have an adverse impact on equality? Please consider this in relation to the following protected characteristics as defined by the Equality Act 2010:**

- Age
- Disability
- Gender re-assignment
- Marriage or civil partnerships
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

No, the Policy is compliant with, and upholds, the principles of the Equality Act 2010 and will not have an adverse impact on equality. However, the following risks should be taken into consideration when implementing the Policy:

- Age: Younger Workers may have limited previous work experience and could be disadvantaged in the recruitment processes. Low risk, which can be mitigated by ensuring that recruitment focuses on skills and potential rather than previous employment experience and by providing training and induction opportunities.

- Disability: The recruitment processes or job requirements could inadvertently disadvantage disabled applicants. Medium risk which can be mitigated by ensuring that reasonable adjustments are considered where necessary and that line managers are provided with training related to disability inclusion.

- Pregnancy and Maternity: Workers may experience barriers in undertaking certain work activities or maintaining hours during pregnancy. Low risk, which can be mitigated by ensuring flexibility working arrangements and by providing clear guidance on rights and protections.

- Race: International students may face uncertainty regarding visa-related work restrictions. Medium risk which is mitigated by all relevant students being required to undertake a training module in relation to visa requirements during enrolment. Support and advice can also be accessed via the Registry and guidance published on the Student Information Hub.

- Religion or Belief: Working arrangements may conflict with religious observance requirements. Low risk, which can be mitigated by flexibility within working arrangements and taking into account religious holidays and prayer requirements where operationally feasible.

No direct, or indirect, adverse impact for the gender re-assignment, marriage or civil partnerships, sex or sexual Orientation protected characteristics were identified.

3. Does this Policy/project provide opportunities to make a positive impact on equality?

Yes, the Policy states that:

- The Academy is committed to managing all opportunities fairly, transparently, and in a way that promotes equality, diversity, inclusion, and safeguarding. All Workers engaged under this policy will be treated with dignity and respect.

- All Workers are required to comply with the Academy's policies, procedures and standards of conduct, including the Academy's Code of Conduct.

- Workers at the Academy are protected against unlawful discrimination, including harassment.

- Heads of Department, Managers and Worker supervisors are responsible for ensuring the recruitment process is fair and transparent, promotes the principles of equality of opportunity, foster an inclusive environment and adhere to the principles of the Equality Act 2010 in line with the Academy Equality, Diversity and Inclusion policy.

- If a Worker requires workplace reasonable adjustments, they should discuss this at the earliest opportunity with the relevant Head of Department, who will consult with HR as required.

- Workers must comply with the Academy's Safeguarding Policies and must report any safeguarding concerns immediately to a Designated Safeguarding Lead, or other designated safeguarding contact.

4. What evidence has been considered? What consultation has been undertaken?

- Equality Act 2010 requirements.
- Academy's Equality, Diversity and Inclusion Policy.
- Existing HR recruitment and employment procedures.
- Managers from relevant departments who employ student workers.
- Safer recruitment practices including KCSIE 2026.

5. What actions have been agreed as a result of this EIA?

The Policy is expected to have an overall positive impact on equality by increasing access to employment opportunities for a diverse Workers within the student population, supporting employability and skills development and promoting inclusive and transparent recruitment practices. While no direct discrimination has been identified the risks detailed in 2 above should be taken into consideration when implementing the Policy,

Progress on the actions detailed below will be reported to the Belonging Committee.

Action	Who	Timescale
Ensure recruitment guidance includes equality and inclusion requirements	HR	Ongoing
Ensure line managers attend mandatory training on inclusive recruitment	HR	Annual
Monitor casual student worker recruitment data by protected characteristic	HR	Annual
Review/update Student Route Policy for international student workers	Performance department	September 2026
Monitor feedback from casual student workers regarding inclusion and accessibility	HR, line managers and Students' Union	Ongoing

Received by the Belonging Committee
Date: 20/10/26