

**Clatterbridge Centre
for Oncology NHS
Foundation Trust**

Name of Policy

Career Break Scheme

What is the aim of the policy?

To give guidance for staff wishing to take a career break, including care for children or of a dependent person, training, work abroad or for other appropriate reasons

NOTE - Quote directly from policy documentation.

What outcomes do we want to achieve for this policy or function, & for whom?

To ensure that all staff have the opportunity to apply for a career break if they wish to do so, supported by the knowledge that they have a right to return

NOTE - Wherever possible in responding to these questions, be specific, & name organisations, individuals &/or equality categories: Race, Gender, Age, Disability, Religious &/or Sexual Identity.

Who are the key stakeholders in the policy?

The Trust

HR

Who is intended to benefit from this policy, & in what way?

All Trust staff

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NOTE - Wherever possible in responding to these questions, be specific & name organisations, individuals &/or equality categories

What impact will the proposal have on any services currently provided or on our staff and/or stakeholders

None

How do the outcomes help or hinder other organisational objectives, policies or values?

It allows the Trust to retain staff with the skills, knowledge and experience in which it has invested

If there are associated objectives of the policy, what are they?

None

Who implements the policy & who is responsible for it?

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Heads of Department ,HR

How relevant is the policy to each Equality category? Based on your answers above, is the policy of High, Medium, or Low relevance:

(tick one box for each Equality category)

Category	High	Medium	Low
Age			X
Disability			X
Ethnicity (Race)			X
Gender (Sex)			X
Religion or Belief			X
Sexual Orientation			X

Are there any concerns the policy could have a differential impact on the grounds of racial or ethnic origin?

No

Are there any concerns the policy could have a differential impact on the grounds of religion or belief?

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No

Are there any concerns the policy could have a differential impact on the grounds of disability?

No

Are there any concerns the policy could have a differential impact on the grounds of age?

No

Are there any concerns the policy could have a differential impact on the grounds of sexual orientation?

No

Are there any concerns the policy could have a differential impact on the grounds of gender?

No

Is there enough evidence to proceed directly to a Full Impact Assessment?

Y N

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