

Equality Impact Assessment Template – Policy, function or strategy

This document should be completed when a new policy, function or strategy is introduced or when a substantive change to an existing policy, function or strategy is recommended.

1. Policy, function or strategy		
a.	Name/description of the policy, function or strategy ¹	Implementation of the Changes to the 'Play 4 All Out of School (OOSCC) and Holiday Childcare' Policy
b.	Responsible organisation(s)/Lead Service	Education Services
c.	Lead Officer	Yvonne Gallacher
d.	Date of Impact Assessment	04.03.2025
e.	Partners/other Services involved in the development of the policy, function or strategy	N/A
f.	Is the policy, function or strategy?	<input type="checkbox"/> New
		<input checked="" type="checkbox"/> Reviewed/Revised
		<input type="checkbox"/>
g.	What is the purpose of the policy, function or strategy (include details of any new legislation which prompted the introduction of the policy, function or strategy or the substantive change to the policy, function or strategy)?	The purpose of the change of policy is to ensure that there is a fair and equitable process for the allocation of places to the 'Play 4 All' OOSCC and Holiday Childcare.
h.	What are the intended outcomes of the policy, function or strategy?	To ensure that all parents who meet the qualifying criteria, which is; Parents in Employment, Education or Training for Employment and whose children have additional support needs and are currently attending a specialist school place allocated by Inverclyde Education Services Additional Support Needs Forum

¹ Please attach details of the policy, function or strategy to this Template

		are considered for a place in the Play 4 All OSSCC and Holiday Childcare Service. That all places are allocated in line with Care Inspectorate registration requirements.	
i.	Geographical area (Inverclyde-wide or a specific location)	Craigmarloch School in Port Glasgow	
j.	Which parts of the Equality Duty will the policy, function or strategy impact on?	<input checked="" type="checkbox"/>	Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by The Equality Act 2010
		<input checked="" type="checkbox"/>	Advance equality of opportunity between people of different groups
		<input type="checkbox"/>	Foster good relations between people from different groups
k.	Will those who may be directly or indirectly affected by the policy, function or strategy be involved in its development?	Yes, Parents have been consulted on the allocation criteria of places to Play 4 All OOSCC and Holiday Childcare Service.	

2. Does the policy, function or strategy impact on:		
	Yes	No
a. Protected Characteristics under The Equality Act 2010: Age; Care experienced; Disability; Gender Reassignment; Marriage and Civil Partnership; Pregnancy and Maternity; Race; Religion and Belief; Sex; Sexual Orientation (see Section 3)	x	
b. Reducing inequalities of outcome caused by socio-economic disadvantage – Fairer Scotland Duty ² (see Section 6)	x	

² [Fairer Scotland Duty: guidance for public bodies](#)

c. Inverclyde Alliance Partnership Plan 2023/33 ³ (see Section 7)	X	
d. Council Plan 2023/28 ⁴ (see Section 8)	X	
3. If 'Yes' is selected for any part of Section 2, please populate the other relevant Sections of this Template.		
4. If 'No' is selected for <u>every part</u> of Section 2, please state the reasons for this.		
<p>Please sign below and email a copy of this Template to Karen Barclay, Corporate Policy and Performance Officer:</p> <p><u>karen.barclay@inverclyde.gov.uk</u></p>		
Signature: Y. Gallacher	Date: 04.03.2025	

3. Impact – Protected Characteristics						
Which of the Protected Characteristics will the policy, function or strategy have an impact upon?						
	Impact					
Protected Characteristic	Positive		Neutral	Negative		Reasons/Comments
	High	Low		High	Low	
Age			x			

³ [Inverclyde Alliance Partnership Plan 2023/33](#)

⁴ Council Plan 2023/28

Classification : Official

Care experienced			x			
Disability	x					The proposed changes to the ‘Play 4 All’ OOSCC and Holiday Childcare policy will provide more availability of places for children and young people who are eligible to access the service.
Gender Reassignment			x			
Marriage and Civil Partnership			x			
Pregnancy and Maternity			x			
Race			x			
Religion and Belief			x			
Sex			x			
Sexual Orientation			x			
Other groups to consider <ul style="list-style-type: none">Carers			x			

Classification : Official

<ul style="list-style-type: none">The Armed Forces Covenant Duty						
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4. Which parts of the Equality Duty will the policy, function or strategy have an impact upon?	
<input checked="" type="checkbox"/>	Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by The Equality Act 2010
<input checked="" type="checkbox"/>	Advance equality of opportunity between people from different groups
<input type="checkbox"/>	Foster good relations between people from different groups

5. Impact – Groups	
From the information you have highlighted above, describe the positive and negative impacts and the groups affected under The Equality Act 2010.	
<div>Positive impact + (Describe groups affected.)</div> <div>Disability</div>	<div>Negative impact - (Describe groups affected.)</div> <div>Parents who are in Employment, Education or Training for Employment and whose children have additional support needs and are currently attending a specialist school place allocated by</div>

Classification : Official

Children and young people who are eligible for a place at Play 4 All OOSCC and Holiday Care will have increased opportunity to access Play 4 All Holiday Care (4 weeks over the summer). All parents who meet the eligible criteria will have a fair chance to access a place at 'Play 4 All' OOSCC and Holiday Care.	Inverclyde Education Services Additional Support Needs Forum may not receive access to Out of School Care Service that aligns with required working patterns.
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6. Impact – Fairer Scotland Duty

What impact will the policy, function or strategy have on reducing inequalities of outcome caused by socio-economic disadvantage?

Positive impact +	Neutral impact =	Negative impact -
Promoting Equity and Reducing Socio-Economic Disadvantage <ul style="list-style-type: none">Ensuring that working parents of children with ASN have fair and prioritised access to Play 4 All can reduce barriers to employment and financial stability.		<ul style="list-style-type: none">Parents who are not in employment or education or training for employment may struggle to access specialist ASN provision, despite their child’s needs being equally critical.
Supporting Inclusive Access to Services <ul style="list-style-type: none">By adapting admission and allocation criteria to better accommodate children with ASN, local authorities prevent discrimination and actively promote equal opportunities.Play 4 All OOSCC and Holiday Care ensures children receive tailored support that meets their developmental and educational needs, enhancing long-term outcomes.		<ul style="list-style-type: none">This could disproportionately affect low-income or single-parent families who may require additional support but do not meet the “working parent” criteria.This may create inequity among ASN families based on parental employment status rather than the child’s needs.
Encouraging Economic Participation <ul style="list-style-type: none">Providing high-quality ASN childcare provision at Play 4 All OOSCC and Holiday Childcare, supports working		<ul style="list-style-type: none">If families are unable to access specialist ASN provision, they may need to rely on mainstream ELC settings, which may lack the specialist

Classification : Official

<p>parents, particularly those from low-income backgrounds, enabling them to sustain employment or training opportunities.</p> <ul style="list-style-type: none">• This contributes to breaking cycles of disadvantage and aligns with the Fairer Scotland Duty's which aim to reduce inequality of outcomes caused by socio-economic disadvantage.		<p>resources required to adequately support their child.</p>
<p>Aligning with Legal and Policy Commitments</p> <ul style="list-style-type: none">• The change would support Scotland's legislative commitments under the Education (Additional Support for Learning) (Scotland) Act 2004, ensuring children with ASN receive appropriate support.• Aligns with Scotland's Child Poverty Delivery Plan, which seeks to address childcare barriers for parents, particularly those facing financial hardship.		<ul style="list-style-type: none">• Play 4 All may struggle to meet the needs of all children effectively within their existing capacity and regulatory constraints.
<p>Briefly describe how the policy, function or strategy will impact on reducing inequalities of outcome.</p> <p>The changes to the Play 4 All OOSCC and Holiday Childcare admissions and allocations promotes equity by ensuring working parents of children with ASN have prioritised access to Play 4 All, reducing barriers to employment and financial stability. It enhances inclusive access by adapting admission and allocation criteria to prevent discrimination and support children's developmental needs, leading to better long-term</p>		

outcomes. By providing high-quality ASN childcare, the changes enable low-income families to sustain work or training, helping to break cycles of disadvantage. Aligned with the Education (ASL) Act 2004 and Scotland’s Child Poverty Delivery Plan, these changes reduce inequalities and improve life chances for ASN children and their families

7. Impact – Inverclyde Alliance Partnership Plan 2023/33

Which Themes from the Inverclyde Alliance Partnership Plan 2023/33 will the policy, function or strategy impact on?

X <input type="checkbox"/>	Theme 1: Empowered people <ul style="list-style-type: none">• Communities can have their voices heard, and influence the places and services that affect them• Gaps in outcomes linked to poverty are reduced
X <input type="checkbox"/>	Theme 2: Working people <ul style="list-style-type: none">• More people will be in sustained employment, with fair pay and conditions• Poverty related gaps are addressed, so young people can have the skills for learning, life and work• Businesses are supported and encouraged to reduce their carbon footprint and develop green jobs
X <input type="checkbox"/>	Theme 3: Healthy people and places <ul style="list-style-type: none">• People live longer and healthier lives• Supportive systems are in place to prevent alcohol and drug misuse• Our natural capital is looked after, and we are effectively adapting and mitigating the effects of climate change
X <input type="checkbox"/>	Theme 4: A supportive place <ul style="list-style-type: none">• Vulnerable adults and children are protected and supported, ensuring they can live safely and independently• We recognise where people are affected by trauma, and respond in ways that prevent further harm and support recovery• Public protection and community safety are improved through targeting our resources to reduce the risk of offending and harm
X <input type="checkbox"/>	Theme 5: A thriving place <ul style="list-style-type: none">• Growth in our working age population by encouraging people to stay here, and attracting new people to settle here• Development of strong community-based services that respond to local need• Homes are energy efficient and fuel poverty is reduced• Increased use of active travel and sustainable transport options

	<ul style="list-style-type: none">• Easy access to attractive and safe public spaces, and high-quality arts and cultural opportunities
<p>Briefly describe how the policy, function or strategy will impact on the Inverclyde Alliance Partnership Plan 2023/22 Themes.</p> <p>The changes to the Play 4 All OOSCC and Holiday Childcare admissions and allocations aligns with the Inverclyde Alliance Partnership Plan key themes, supporting a more inclusive, sustainable, and thriving community.</p> <p>Theme 1:</p> <p>Empowered People, the policy ensures that families of children with ASN have a voice in shaping services, while also helping to reduce poverty-related outcome gaps by providing equitable access to childcare.</p> <p>Theme 2:</p> <p>Working People, prioritising ASN childcare for working parents removes barriers to sustained employment, supporting fair work and financial stability, while also equipping young people with the skills they need for learning, life, and work.</p> <p>Theme 3:</p> <p>Healthy People and Places, providing specialist ASN childcare enhances child development and wellbeing, ensuring children and families have access to supportive environments. By enabling local employment, the policy also contributes to broader environmental and economic sustainability.</p> <p>Theme 4:</p> <p>A Supportive Place, the policy ensures that vulnerable children are protected and supported, allowing families to access essential services that promote safety, stability, and independence.</p> <p>Theme 5:</p> <p>A Thriving Place by encouraging working-age families to remain in Inverclyde, strengthening community-based services, and supporting economic and social growth. By reducing fuel poverty through accessible childcare, promoting sustainable transport for working parents, and fostering safe and inclusive community spaces, the policy helps build a stronger, fairer, and more resilient Inverclyde.</p>	

8. Impact – Council Plan 2023/28

Which Themes from the Council Plan 2023/28 will the policy, function or strategy impact on?

X <input type="checkbox"/>	Theme 1: People <ul style="list-style-type: none">• Our young people have the best start in life through high quality support and education• Gaps in outcomes linked to poverty are reduced• People are supported to improve their health and wellbeing• More people will be in employment, with fair pay and conditions• Our most vulnerable families and residents are safeguarded and supported
X <input type="checkbox"/>	Theme 2: Place <ul style="list-style-type: none">• Communities are thriving, growing and sustainable• Our strategic housing function is robust• Our economy and skills base are developed• We have a sufficient supply of business premises• Our natural environment is protected
X <input type="checkbox"/>	Theme 3: Performance <ul style="list-style-type: none">• High quality and innovative services are provided, giving value for money• Our employees are supported and developed

Briefly describe how the policy, function or strategy will impact on the Council Plan 2023/28 Themes.

The changes to the Play 4 All OOSCC and Holiday Care admissions and allocations supports the Inverclyde Council Plan 2023-2028 by addressing key priorities across its themes.

Theme 1:

People, it ensures young people with ASN receive high-quality support and education, reducing poverty-related outcome gaps and improving health and wellbeing. By prioritising childcare access for working parents, the policy helps more people secure employment with fair pay and conditions, while also safeguarding and supporting vulnerable families.

Theme 2:

Place, the policy contributes to thriving and sustainable communities by ensuring families can remain in employment, supporting economic growth and skills development. By reducing childcare barriers, it strengthens local workforce participation, benefiting the economy and business sector.

Theme 3:

Performance, the policy promotes high-quality, inclusive, and innovative childcare services, ensuring value for money while supporting employee development in the OOSCC sector. Overall, it aligns with the Council's vision for a fairer, more inclusive, and prosperous Inverclyde.

9. Evidence

What evidence do you have to help identify any potential impacts of the policy, function or strategy?

Note: Evidence could include information from consultations, surveys, the Citizens’ Panel, focus groups, interviews, projects, user feedback, complaints, Officers’ knowledge and experience, equalities monitoring data, publications, research, reports, and local and national groups.

Evidence	Details
Consultation/engagement (including any carried out while developing the policy, function or strategy)	A consultation took place with parents in January 2025 regarding the allocations and admission criteria for places at ‘Play 4 All’ OOSC and Holiday Childcare. This was issued to a total of 360 parents and received 24 responses. From feedback a number of changes to the policy have been identified.
Research	N/A
Officers’ knowledge and experience (including feedback from frontline staff)	N/A
Equalities monitoring data	N/A
User feedback (including complaints)	Following several complaints, one of which was upheld a review of the allocations an admission to the Play 4 All OOSC and Holiday Care was actioned in January 2024.
Stakeholders	N/A
Other	

Are there information gaps and, if so, what are these?	N/A

10. Consequences of Analysis

What steps will you take in response to the findings of your analysis? Please select at least one of the following and provide a brief explanation.

a.	Continue development with no changes	<input type="checkbox"/>	
b.	Continue development with minor alterations	X <input type="checkbox"/>	Following a consultation with parents in January 2025 changes have been made to the priority criteria for allocations and admission to Play 4 All OOSCC and Holiday Childcare service. These changes will be implemented from July 2025.
c.	Continue development with major changes	<input type="checkbox"/>	
d.	Discontinue development and consider alternatives (where relevant)	<input type="checkbox"/>	
How will the effect of the policy, function or strategy be monitored following implementation? A further review of the whole Play 4 All Service is planned.			

<p>When is the policy, function or strategy due to be implemented?</p> <p>July 2025.</p>
<p>When will the policy, function or strategy be reviewed?</p> <p>Following a full review of the Play 4 All Service.</p>
<p>What resources are available for the implementation of the policy, function or strategy? Have these resources changed?</p> <p>The Early Years Central team have identified an action plan for implementation of changes based on consultation feedback. There are may be resource implications regarding transport.</p>

<p>11. Please use the space below to detail any other matters arising from the Equality Impact Assessment process, including what action could be taken to mitigate the impact of the policy, function or strategy.</p>
<p>Due to the changes in the Play 4 All OOSCC and Holiday Childcare there will be changes to the admissions and allocation criteria. Parents who currently use the service and eligible parents that may use the service will be provided with information to ensure they are clear on the changes.</p>

Details of the Person(s) who completed the Assessment:	
Name:	Yvonne Gallacher
Position:	Quality Improvement Manager
Date:	04/03/2025
Authorised by:	
Name:	Ruth Binks
Position:	Director of Education, Communities and Organisational Development
Date:	14/03/2025

Please send a copy of the completed Template to Karen Barclay, Corporate Policy and Performance Officer at karen.barclay@inverclyde.gov.uk.