

**Learner Unit Achievement Checklist**

**SEG Awards Level 2 Certificate in Equality and Diversity**

**610/5930/4**

###### SEG Awards Level 2 Certificate in Equality and Diversity

## Centre Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Learner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notes to learners – this checklist is to be completed, to show that you have met all the mandatory and required optional units for the qualification.

**T/651/6567 Equality and Diversity in Society - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Describe what is meant by equality**1.2** Define the following terms: stereotyping prejudice labelling protected characteristics equal opportunity positive action discrimination discrimination by association</ul) **1.3** Describe examples of equal opportunity within society**1.4** Describe examples of inequality within society |  |  |  |  |
| **2.1** Describe what is meant by diversity**2.2** Identify diversity that exists within society, looking at: interests beliefs age lifestyles personal characteristics cultural identities **2.3** Describe the contribution these variations make to the overall diversity of society**2.4** Describe how diversity enhances their own life**2.5** Explain why it is important to respect the differences of individuals**2.6** Describe how these differences should be respected |  |  |  |  |
| **3.1** Explain why some people stereotype others**3.2** Describe the damaging effects stereotyping and labelling can have on individuals**3.3** Describe ways stereotyping is encouraged in society |  |  |  |  |
| **4.1** Describe how people may develop prejudices**4.2** Describe the types of discrimination and prejudices that can exist in society**4.3** Describe the difference between indirect and direct discrimination**4.4** Give examples of indirect and direct discrimination**4.5** Describe the effects that different types of discrimination can have on individuals**4.6** Describe the effects that different types of prejudice can have on individuals |  |  |  |  |
| **5.1** Describe factors and characteristics that make a person who they are, including: physical characteristics likes and dislikes values and beliefs personal interests religious and cultural geographical **5.2** Describe what having ‘multiple identities’ means**5.3** Describe their own multiple identities**5.4** Describe the multiple identities of another person**5.5** Illustrate how an individual can identify as belonging to a number of different groups |  |  |  |  |

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| **TUTOR COMMENTS:****Name: Signature: Date:**  |

If chosen for sampling, Internal/External Moderators must complete the following:

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| INTERNAL MODERATOR COMMENTS:**Name: Signature: Date:**  |
| EXTERNAL MODERATOR COMMENTS:**Name: Signature: Date:**  |

Please ensure these forms are copied and distributed to each learner.

## Centre Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Learner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notes to learners – this checklist is to be completed, to show that you have met all the mandatory and required optional units for the qualification.

**Y/651/6568 Equality and Diversity in the Community - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Describe the extent of diversity that exists within a community**1.2** Give examples of physical diversity within a community |  |  |  |  |
| **2.1** Describe the types of equality that can occur within a community**2.2** Describe the benefits of equality and diversity within a community |  |  |  |  |
| **3.1** Describe the types of inequality that can occur within a community**3.2** Describe the threats that may exist to equality and diversity within a community |  |  |  |  |
| **4.1** Describe the range of support services and groups that exist within a community to support the promotion of equality and diversity**4.2** Identify potential users of the support services and groups |  |  |  |  |

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| INTERNAL MODERATOR COMMENTS:**Name: Signature: Date:**  |
| EXTERNAL MODERATOR COMMENTS:**Name: Signature: Date:**  |

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## Centre Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Learner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notes to learners – this checklist is to be completed, to show that you have met all the mandatory and required optional units for the qualification.

**A/651/6569 Equality and Diversity in the Workplace - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Describe what equality and diversity means to organisations in relation to: recruitment pay conditions promotion opportunities**1.2** Describe the benefits to an organisation of having a diverse workplace**1.3** Describe how organisations can promote and maintain equality and diversity in the workplace**1.4** Describe the difficulties that can arise in trying to establish and maintain a diverse workplace**1.5** Describe how equality and diversity can be promoted and maintained by employees |  |  |  |  |
| **2.1** Describe policies, codes of conduct and guidance relating to equality within the workplace that encourage and protect equality and diversity**2.2** Describe how equality and diversity is monitored in the workplace**2.3** Describe an organisation’s sanctions on employees for breach of their policies, codes of conduct or guidelines where equality and diversity is concerned**2.4** Describe the consequences for an organisation of not trying to create or maintain a diverse and equal environment, looking at: legal consequences economic/business consequences social/moral consequences**2.5** Outline any additional duties placed on public sector organisations under current equality legislation |  |  |  |  |
| **3.1** Describe the rights individuals have under current legislation**3.2** Describe the responsibilities for equality and diversity in the workplace of: Employees Employers**3.3** Describe the difference between positive action and positive discrimination**3.4** Explain the importance of making sure equality and diversity procedures are followed in the workplace**3.5** Describe types of organisations that provide support and information about the rights of individuals in relation to equality and diversity**3.6** Describe the services that these organisations can offer to individuals |  |  |  |  |

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