



## YMCA Geelong - PARTICIPATION AND INCLUSION POLICY

### OFFICE USE ONLY

Policy Number	Date Approved	Date Last Amended	Status
YG 130-G	31/07/2023	17/07/2023	BOARD APPROVED

### 1. PARTICIPATION AND INCLUSION POLICY

### 2. INTRODUCTION

Y Geelong aims to build strong and vibrant communities. Strong communities are responsive and collaborative, equitable, inclusive and encourage participation. Inclusive communities are strengthened by the diversity of their populations and the contribution they make.

This policy outlines the Y's commitment to promote participation and inclusion through programs and services, planning and reporting processes, marketing and communications, and volunteer and employment opportunities. Y Geelong's commitment to Gymnastics Victoria's Inclusive Club Plan has informed this policy and seeks to identify and remove barriers to participation in all aspects of the YMCA and aims to positively change attitudes and practices.

### 3. DEFINITIONS

#### **Participation**

Participation is the right and the choice of individuals to have a 'share in' or 'to take part in'.

Within a community context this involves equitable and active involvement in community and the ability to participate (opportunity, choice, and capability) to:

**Learn** – participate in education and training

**Work** – participate in employment, unpaid or voluntary work

**Engage** – connect with people, use local services and participate in local, cultural, civic and recreational activities

**Have a Voice** – influence decisions that affect them; and

**Belong** – being part of a social network and a community makes people feel valued and included and has a strong protective effect on health and wellbeing.

#### **Inclusion**

Inclusion is about ALL of us living full lives. Inclusion treasures diversity and builds community.

VicHealth defines a socially inclusive society as one 'where all people feel valued, their differences are respected, and their basic needs are met so they can live in dignity. Social exclusion is the process of being shut out from the social, economic, political and cultural systems which contribute to the integration of a person into the community.'

#### **Access**

Access refers to the opportunity all people have to engage independently with their environment.

The basic requirement of good access is that the physical, sensual, information and attitudinal environments are barrier-free.

The term 'access' refers to any outcome that is achieved by the removal of 'barriers' or obstacles that may impede an individual's rights to participate in their community.

### **Diversity:**

This is the practice or quality of including or involving people from a range of different social and ethnic backgrounds and of different genders, sexual orientations, etc. It is not one person, but a group of unique people from different backgrounds.

Each individual at the Y brings with them a diverse set of perspectives, work, and life experiences, as well as religious and cultural differences, respecting, valuing, and appreciating what makes them different while ensuring those differences are acknowledged and celebrated in a safe, positive environment.

Different Types of Workplace Diversity:

- Race
- Ethnicity
- Gender
- Age
- Sexual orientation
- Physical abilities and disabilities
- Religion
- Political beliefs
- Education
- Socioeconomic background
- Geographical orientation
- Language
- Culture

### **Gender Equality**

- The Y's approach to gender equality is to ensure our vision for combatting gender inequality in the Y.

Gender Equality Focus Areas:

- Strategic alignment of gender equality and business priorities
- Leadership and accountability
- Gender pay equity
- Gender composition of the workforce
- Support for caring
- Mainstreaming flexible working
- Preventing gender-based harassment and discrimination, sexual harassment and bullying
- Support for employees experiencing domestic and family violence
- Professional development, networking, mentoring, sponsorship
- Applying a gender lens to all policies and strategies
- Recruitment, selection and promotion
- Talent management and succession planning
- Workplace gender equality training
- Applying a gender equality lens to everyday operations
- Applying a gender equality lens to casual, contract and short-term, task-based employment
- Driving change beyond the workplace
- Applying a gender equality lens to mergers, acquisitions and restructures

#### 4. SCOPE

The Participation and Inclusion Policy applies to YMCA Geelong Inc. and associated clubs and is the foundation policy that promotes diversity and inclusive practices in our operations and employment practices

Y Geelong supports the approach that inclusion and participation is a fundamental objective of all areas of operation. These include, but are not limited to:

- Training and Employment
- Volunteering
- Governance
- Programs and Services
- Sport and Recreation
- Children's Programs
- Camping and Outdoor Education
- Youth Development and Leadership
- Financial Management
- Communication and Marketing
- Human Resource Management
- Risk Management

By providing and supporting opportunities for participation Y Geelong is well positioned to positively impact the quality of life of thousands of Geelong's every year. This Policy aims to meet Y Geelong and the community's needs in order to achieve the overall policy objective of Diversity, **Participation, Inclusion and Connection.**

Y Geelong aims to enhance access and inclusion to all members of the community which we serve, regardless of age, gender, ability, health, race, culture, religion, sexuality and background. This policy specifically identifies population groups experiencing social exclusion including but not limited to:

- Low socio-economic populations
- Aboriginal and Torres Strait Islanders
- Cultural and linguistically diverse and newly arrived populations
- Regional and remote communities
- Sole parent families
- Young people
- Older adults
- People with a mental illness
- People with a disability
- Impairment due to a medical condition, illness or injury

#### 5. POLICY

Y Geelong has a legal, moral and Mission-driven responsibility to be inclusive of all people. Y Geelong is committed to optimising participation by providing opportunities and environments that are welcoming and inclusive for participants and employees. Respect for each and every individual is paramount and diversity is valued.

## 6. ROLES AND RESPONSIBILITIES

Department/Area	Role/Responsibility
Program Co-ordinators/ Managers	Be responsible to implement and monitor the relevant tasks in the required to ensure an inclusive environment and respond in an appropriate and timely manner to any participation and inclusion issues in their local community.
Staff and Volunteers	Y Leaders (staff and volunteers) will be ambassadors/advocates for health, happiness, inclusion and connection in their local community
Governance	Board will be responsible for compliance with related legislations, regulations and standards.

## 7. MONITORING, EVALUATION AND REVIEW

- The Participation and Inclusion Policy will be monitored by Senior Leadership Team through embedded key performance indicators outlined in annual planning cycle.
- The Participation and Inclusion Policy and operational performance will be reported to the Board through quarterly reporting structures.
- Policy Review to occur with consultation with Board every three years.

## 8. SUPPORTING DOCUMENTS

### (LINKS TO PROCEDURES, LEGISLATION, FORMS, WORK PRACTICES)

The Participation and Inclusion is linked with a number of existing policies, strategies and pieces of work including Program Principles and YMCA Geelong's benevolent activities.

The Participation and Inclusion Policy demonstrates the Y's compliance with related legislations, regulations and standards including, but not limited to:

#### **International Law**

- The Universal Declaration of Human Rights 1948
- International Covenants on Civil and Political Rights 1966
- Economic, Social and Cultural Rights 1966,
- The Convention on the Rights of the Child 1989
- The Universal Declaration on Cultural Diversity 2001
- The United Nations Convention of the Rights of Persons with Disabilities

#### **Federal Government Legislation and Standards**

- [Disability Discrimination Act 1992](#)[Racial Discrimination Act 1975](#)
- [Sex Discrimination Act 1984](#)
- [Human Rights and Equal Opportunity Commission Act 1986](#)
- [Equal Opportunity for Women in the Workplace Act 1999](#)
- [Age Discrimination Act 2004](#)

#### **State Government Legislation and Standards**

- [The Victoria Charter of Human Rights Act 2006](#)
- [The Victorian Equal Opportunity Act 2010](#)
- [Inclusive Victoria: State disability plan 2022-2026 \(Inclusive Victoria\)](#)[Racial and Religious Tolerance Act 2001](#)
- [Multicultural Victoria Act 2011](#)
- [The Disability Act 2006](#)

### Internal Policies

- YG 184-G Occupational Health and Safety Policy
- YG 166-G Code of Conduct Parents, Coaches, Spectators and Participants Policy
- YG 162-G Human Resources Policy
- YG 143 - O Bullying , Harassment and Discrimination Policy
- YMCA Geelong Strategic Plan- Vision 2030- Community Wellbeing Pillar- **Young people and our people thrive in an inclusive engaging environment.**

Approved by: YMCA Geelong Board

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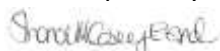
Policy Owner: CEO

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Amendment history:

Version	Date	Author	Change Description
V1	11/02/2014	Shona Eland	Uploaded to YMCA Geelong Policy Template included scope, monitoring and evaluation clauses.
V2	22/07/2014	Shona Eland	Updated Clauses 7
V3	07/02/2023	Adele Andrew	Clause 3 definition Gender Equality and Clause 4 – added the word “LGBTQIA+”
V4	17/07/2023	Shona Eland	Clause 3 definition of Diversity Added internal Policies YG 166, 143, 162 Clause 4- updated the Policy statement to align to Strategy Plan – Vision 2030  Clause 8: Updated State Government Legislation <a href="#">Inclusive Victoria: State disability plan 2022-2026 (Inclusive Victoria)Racial and Religious Tolerance Act 2001</a>  Hyper linked all legislation to Legislative registers.

As adopted by the YMCA of Geelong on 31/07/2023



Shona Eland

Chief Executive Officer YMCA Geelong Inc.