



## COMMUNITY GAMES INCLUSION POLICY (Anti-Racism Code of Practice)

### POLICY STATEMENT

The Community Games is committed to promoting inclusion throughout the organisation for all members\*. The Community Games undertakes its responsibility to comply with equality legislation. As such it is committed to ensure that no person is treated less favourably than another on grounds of:

- Gender
- Marital status
- Family status
- Sexual orientation
- Religion
- Age
- Disability
- Race
- Membership of the Traveller Community

(See Appendix 2 for definitions)

Community Games is committed to ensure that it fulfil its legal obligation under the existing equality legislation.

Community Games promotes equality of opportunity in all Community Games' activities in order to foster a genuine culture of inclusion and equality.

Community Games seeks to actively demonstrate its celebration of diversity and its commitment to equality by placing these principles central to all policies, processes and procedures of the organisation.

### AIMS OF THIS POLICY

- To provide freedom of access to sporting and cultural activities, regardless of a person's ability, sexual orientation, religion or ethnic background
- To ensure that inclusion is reflected in all other Community Games policies, documents, practices and procedures
- To continue to raise awareness of and deal with issues related to racism, discrimination and homophobia
- To ensure that all members of the Community Games, who feel that they have been unfairly treated because of their, gender, marital status, family status, sexual orientation, religion, age, disability, ethnic origin or membership of the Traveller Community, have their voice heard.

### RESPONSIBILITIES

Individual employees and volunteers acting on behalf of the Community Games have responsibilities to assist in the prevention of unfair discrimination.

Area and County Committees will:

This policy must be read in conjunction with the Complaints and Disciplinary Policy.



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- Ensure that ALL volunteers are aware of the policy and their role in its implementation
- Ensure that activities and events are inclusive and that no child is refused participation based on any of the nine grounds named in the Employment Equality and Equal Status Acts (appendix 2)
- Inform the Chairperson, Children's Officer, Designated Liaison Person or National Children's Officer as appropriate of any such incidents
- Report to the Children's Officer at the appropriate level, i.e. Area, County or National
- Keep written records of such incidents
- Deal with allegations of discrimination made against any member of Community Games, in line with the Community Games Code of Conduct and the Community Games Complaints and Disciplinary Policy
- Deal with allegations of discrimination made by any member of Community Games, in line with the Community Games Code of Conduct and the Community Games Complaints and Disciplinary Policy
- Inform an Garda Síochána/PSNI, if applicable.

The Chief Executive Officer will:

- Ensure that staff is provided with information on inclusion and where necessary provisions made for training
- Ensure that staff is provided with a copy of this policy
- Deal with allegations of discrimination made against any member of Community Games, in line with the Community Games Code of Conduct and the Community Games Complaints and Disciplinary Policy
- Deal with allegations of discrimination made by any member of Community Games, in line with the Community Games Code of Conduct and the Community Games Complaints and Disciplinary Policy
- Inform an Garda Síochána/PSNI, if applicable.

### DEALING WITH AN INCIDENT OF DISCRIMINATION

In dealing with any incident, the safety and welfare of the individual(s) involved shall be a priority.

- Take time to listen and assess before responding
- Treat individual(s) with respect and dignity
- Complete an Incident Report form (appendix 1), detailing facts only
- All information regarding incidents whether suspected or confirmed shall be handled in the strictest confidence. All written records are to be kept by the appropriate person (appendix 3)
- Incidents involving a young person shall be reported to the parent/guardian and information on support services to be made available by the Chairperson or the Children's Officer (appendix 3).

This policy must be read in conjunction with the Complaints and Disciplinary Policy.



## COMMUNITY GAMES INCLUSION POLICY (Anti-Racism Code of Practice)

### Community Games Anti-Racism Code of Practice

The Community Games understands that racism is a particular form of exclusion faced by minority ethnic groups. It is based on the false belief that some 'races' are inherently superior to others because of skin colour, nationality, ethnic or cultural background. Racism denies people their basic human rights, dignity, equality and respect.

The Community Games is committed to the Anti-Racism code of practice because:

- Racism is a problem in Irish society and we are challenged to demonstrate an intolerance of it
- Our community is multi-ethnic and multi-cultural. Cultural differences challenge us to do things differently to create positive outcomes for all
- There is potential for racism in our own organisation and we seek to do what we can to prevent this from finding fertile ground
- We are actively committed to advancing the objectives and the expected outcomes of the government's plans to support inclusion and integration
- We are fully committed to adhering to the Employment Equality and Equal Status Acts (see Appendix 2) to advancing equality at all levels.

#### **The Community Games commits itself:**

To promote awareness of racism through:

- Communicating the anti-racist ethos of our organisation in the mission statement, strategic plans, job descriptions, staff induction manual, organisation's reports, publications, newsletters etc., in the symbols and images we use and in the messages we communicate.
- On-going examination of our own ethos so that anti-racism is central to our mission and the assumptions that underlie our work are proofed against racism.
- On-going awareness-raising and training on racism and anti-racist practice for our management, staff and volunteers and in our inter-project and partnership working arrangements.
- Acknowledging the particular oppression of women and girls from black and minority ethnic groups.

To ensure our decision-making procedures are anti-racist through:

- The participation of minority ethnic members of our community including Travellers, in our decision-making structures and the provision of capacity-building supports and mechanisms to ensure this participation is effective.
- Networking with organisations articulating the interests of minority ethnic communities, including Travellers to secure their input to key decisions and plans
- Assessing all key decisions for their impact on racism and their contribution to positive outcomes for minority ethnic members of the community including Travellers

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- Making anti-racism actions a dimension of all our plans.

To pursue our role as employer in an anti-racist manner through:

- The manner in which jobs are advertised
- The person specification prepared for jobs
- Recruitment and interviewing practices
- Providing opportunities for members of minority ethnic groups to participate in work experience

To promote anti-racism and inter-culturalism in the materials we produce through:

- Ensuring materials produced and published are attractive and accessible to minority ethnic members of the community including members of the Traveller community
- Developing materials that promote the organisation in a manner that captures our anti-racist commitment.

To develop intercultural approaches to our actions and service provision through:

- Gathering information on the needs and aspirations of minority ethnic members of the community including members of the Traveller community
- Challenging incidents of racism as they arise within our organisation
- Designing actions and services specific to minority ethnic members of the community, including members of the Traveller community, where this will enhance access to and outcomes from our work for these groups or where this will address culturally specific needs and a history of discrimination.

To develop relationships with minority ethnic communities, including Travellers through:

- Continuing to network and develop partnerships with these organisations in developing our plans
- Availing of these organisations as sources of information
- Including these organisations on our mailing lists
- Resourcing these organisations where appropriate.

To take action in solidarity with minority ethnic communities, including Travellers through:

- Supporting campaigns pursued by these communities and taking up their issues in our campaigns
- Raising these issues in the various fora where we are involved
- Advocating anti-racist practice within local and national institutions.

### **IMPLEMENTING THIS CODE OF PRACTICE**

Staff and management will take responsibility for ensuring information flows to maintain our capacity to implement this code and will take part in anti-racism training when necessary.

Incidents of racism will be challenged and dealt with in accordance with the Community Games Complaints and Disciplinary Policy.

This policy must be read in conjunction with the Complaints and Disciplinary Policy.



## **COMMUNITY GAMES INCLUSION POLICY (Anti-Racism Code of Practice)**

### **COMMUNICATION OF THIS POLICY**

This policy is available for download at [www.communitygames.ie](http://www.communitygames.ie).

The Area/County Children's Officer, as appropriate, shall inform children, adults, parents and volunteers of the Community Games Inclusion Policy. The CEO shall inform staff of the Community Games Inclusion Policy.

### **MONITORING AND EVALUATING**

This policy will be reviewed annually by the Chief Executive Officer by the 1<sup>st</sup> February of each year.

This policy must be read in conjunction with the Complaints and Disciplinary Policy.



**COMMUNITY GAMES  
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# **Appendix 1**

## **Community Games Incident Reporting Form (including complaints)**

This policy must be read in conjunction with the Complaints and Disciplinary Policy.



**COMMUNITY GAMES  
INCLUSION POLICY (Anti-Racism Code of Practice)**

**Community Games  
Incident Reporting Form (including complaints)**

Area: \_\_\_\_\_ County: \_\_\_\_\_

Did this incident take place at an Area, County, Provincial or National event (circle one)?

Name event (e.g. National Festival, County Athletics Day): \_\_\_\_\_

Date of Incident: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time of Incident: \_\_\_\_\_

Was this a recurring incident?: Yes  No

If yes, give detail (how often, dates, period of time): \_\_\_\_\_  
\_\_\_\_\_

**Nature of the incident:**

Racist comment or cultural disrespect

Verbal abuse/Name calling

Sexual/Physical abuse

Incident involving Substance misuse

Accident involving misuse of equipment or amenities

Accident due to faulty equipment

Accident other

Hostility

Other: \_\_\_\_\_

**Description of Incident:** What was seen? What was said? Who was involved? Location of Incident.

**FACTS ONLY!!**

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Was the incident reported to an Garda Siochána? YES  NO

Was the incident reported to another statutory authority? YES  NO

If yes, which one? \_\_\_\_\_

**Who has been informed?**

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**What action has been taken?**

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\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Witness' signature

\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Secretary's signature (as appropriate)

\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Chairperson's/Children's Officer signature  
(as appropriate)

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## **Appendix 2**

# **Employment Equality and Equal Status Acts**

This policy must be read in conjunction with the Complaints and Disciplinary Policy.



## COMMUNITY GAMES INCLUSION POLICY (Anti-Racism Code of Practice)

**The Employment Equality and Equal Status Acts prohibit discrimination on the following nine grounds:**

1. **Gender** (a man, woman, or a transsexual person)
2. **Marital status** (single, married, separated, divorced or widowed)
3. **Family status** (pregnant, a parent of a person under 18 years or the resident primary carer or parent of a person with a disability)
4. **Sexual orientation** (homosexual, bisexual or heterosexual)
5. **Religion** (different religious belief, background, outlook)
6. **Age** (this only applies in relation to persons above the maximum age at which a person is statutorily obliged to attend school)
7. **Disability** (this is broadly defined including people with physical, intellectual, learning, cognitive or emotional disabilities and a range of medical conditions)
8. **Race** (skin colour, national origin or ethnicity)
9. **Membership of the Traveller Community** (people who are commonly called Travellers, who are identified both by Travellers and others as people with a shared history, culture and traditions, identified historically as a nomadic way of life on the island of Ireland.)

Please see the following websites for more information on the above:

[www.equality.ie](http://www.equality.ie)

[www.justice.ie](http://www.justice.ie)

[www.integration.ie](http://www.integration.ie)

Please also see 'Community Games Useful Terminology' booklet.

This policy must be read in conjunction with the Complaints and Disciplinary Policy.



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## **Appendix 3**

# **Guidelines on Record Keeping**

This policy must be read in conjunction with the Complaints and Disciplinary Policy.



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### Guidelines on Record Keeping

All incidents must be recorded, signed and dated.

The written record is to be held by the following person:

Incident occurring at:	Area Event	County or Provincial Event	National Event
Involving a Young person	Area Chairperson/ Area Children's Officer	County Chairperson/ County Children's Officer	National Headquarters and/or National Children's Officer
Involving an Adult	Area Chairperson	County Chairperson	National Headquarters

Where an incident requires the intervention of an Garda Síochána or the PSNI, the National Children's Officer and/or the Chief Executive Officer must be sent a copy of the report.

This policy must be read in conjunction with the Complaints and Disciplinary Policy.