



SKIF IRELAND INCLUSION & DIVERSITY

Title **SKIF-IRELAND POLICY DOCUMENT**
SKIF Ireland Inclusion & Diversity Policy



POLICY No: **SKIFI/INCLUSION/01**

Rev 0

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1 PURPOSE & SCOPE

SKIF Ireland strives to promote an inclusive environment where everyone is welcome and free from all forms of discrimination. We aim to educate, assist and equip all our affiliated clubs to improve policies and procedures to ensure that every member is treated with respect and dignity and has the same opportunities as every other member.

This document's purpose and scope is to outline each stakeholder's responsibilities.

2 STAKEHOLDERS

The following are the individuals/entities governed by this policy document:

Executive Committee: Person(s) elected to the executive level at an AGM

Club Instructor: Instructor of the affiliated Club where the member trains

Club: An affiliated dojo within SKIF Ireland

National Coach: Coach appointed by the Executive Committee to coach the National Squad

Member: An affiliated SKIF Ireland licenced member

Legal Guardian: The legal guardian of an under-18 member

National Child Welfare Officer: Person of authority for protecting and safeguarding minors within the organisation

National Designated Liason Officer: Point of contact for protecting and safeguarding minors within the organisation

Club Child Welfare Officer: Person of authority for matters concerning the protection and safeguarding of minors within the Club

Club Designated Liason Officer: Point of contact to protect and safeguard minors within the Club



3 WHAT IS INCLUSION & DIVERSITY?

Diversity relates to a mix of employees in an organisation, including all people regarding gender, age, race, ethnicity, sexual orientation, family status, etc. Equality is a legal requirement to ensure that members are protected against discrimination.

Diversity means being aware of, accommodating and celebrating differences.

Inclusion means people have a sense of belonging, of being comfortable in being part of something they value.

The benefits of diversity include:

- Higher retention rates of club members
- Increase Loyalty
- Improved communication
- Reduction in conflict
- Increased innovation and creativity
- A better understanding of member needs
- Enhanced Reputation

4 WHAT IS DISCRIMINATION?

1. Discrimination is making unjustified distinctions between human beings based on the groups, classes, or other categories to which they are perceived to belong.
2. Discrimination primarily occurs when individuals or groups are unfairly treated in a way that is worse than others, based on their actual or perceived membership in certain groups or social categories. It involves restricting members of one group from opportunities or privileges available to members of another group.



5 WHAT ARE THE CATEGORIES OF DISCRIMINATION IN IRELAND?

For this document, "discrimination" will refer to any form of discrimination that falls under the following categories.

- Gender
- Civil status
- Family status
- Sexual Orientation
- Religion
- Age (does not apply to a person under 18)
- Disability
- Race
- Ethnicity

6 EXECUTIVE COMMITTEE RESPONSIBILITIES

1. Ensure all SKIF Ireland Policies and Procedures do not foster any discrimination.
2. Promote through all forms of communication the values of Inclusion & Diversity.
3. Where any incidents of discrimination are reported to the Executive Committee, those person(s) involved must be investigated in line with the various policies and procedures of SKIF Ireland.
4. If all person(s) involved are over the age of 18, the matter must be investigated and handled by the Executive Committee.
5. If any person(s) involved are under the age of 18 or classed as a vulnerable person. The matter must be investigated and handled by the National Child Welfare Officer per the various policies and procedures of SKIF Ireland, including the SKIF Ireland Child Protection Policy.



7 CLUB INSTRUCTOR RESPONSIBILITIES

1. Ensure that all club-level policies and procedures do not take any position in opposition to this policy's values and that the Club operates inclusively and free of all forms of discrimination.
2. Where any incidents of discrimination are reported to the Club Instructor, the incident must be investigated and handled appropriately in line with relevant Policies and Procedures.
3. If the incident involves the Club Instructor, any person(s) affected has the right to escalate the issue to the National Executive Committee.
4. If the Club does not have the appropriate policies and procedures, the Club must then follow the proper guidance of SKIF Ireland Policies and Procedures.
5. If all person(s) involved are over the age of 18, the matter can be investigated and handled by the Club Instructor internally.
6. Any person(s) involved under the age of 18 or classed as a vulnerable person, The Club Child Welfare Officer will investigate and handle the matter per the Club Child Protection Policy. However, any person(s) involved, including the legal guardian, has the right to escalate the issue to the National Child Welfare Officer, who will then investigate in line with relevant Policies and Procedures.
7. When an incident of discrimination occurs publicly, either in person or through other methods of communication and could harm the reputation of SKIF Ireland, the matter must be reported to the Executive Committee.

8 NATIONAL COACH RESPONSIBILITIES

1. Ensure that all squad-level policies and procedures do not take any position in opposition to this policy's values and that the squad operates inclusively and free of all forms of discrimination.
2. Any incidents of discrimination reported to the coach must be reported to the Executive Committee.
3. If any person(s) involved are under the age of 18 or classed as a vulnerable person. The matter must be reported to The National Child Welfare Officer.



9 MEMBER RESPONSIBILITIES

1. Ensure you treat all person(s) with respect and never participate in any acts of discrimination, either directly or indirectly.
2. We encourage that any acts of discrimination are reported to any person of authority such as Legal Guardian, Club Instructor, Child Welfare Officer, Designated Liason Officer, National Coach, or any member of the Executive Committee.

10 LEGAL GUARDIAN RESPONSIBILITIES

1. Ensure you treat all person(s) with respect and never participate in any acts of discrimination, either directly or indirectly.
2. We encourage that any acts of discrimination witnessed or reported to you by your child are conveyed to a person of authority such as a Club Instructor, Child Welfare Officer, Designated Liason Officer, National Coach, or any member of the Executive Committee.

11 CLUB CHILD WELFARE OFFICER RESPONSIBILITIES

1. Ensure you treat all person(s) with respect and never participate in any acts of discrimination, either directly or indirectly.
2. If all person(s) involved are over the age of 18 and from the same Club, the incident can be reported to The Club Instructor. However, any person(s) involved has the right to escalate the issue to the National Executive Committee, who will then investigate in line with relevant Policies and Procedures.
3. If any person(s) involved are under the age of 18 or classed as a vulnerable person. The matter can be investigated and handled by the Club Child Welfare Officer so long as they are from the same Club; however, If any person(s) involved are from a different club, the matter must be escalated to National Child Welfare Officer.
4. If the Club Child Welfare Officer is handling an investigation internally, the National Child Welfare Officer is also available in a support capacity for confidential advice and guidance.

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12 CLUB DESIGNATED LIASON OFFICER RESPONSIBILITIES

1. Ensure you treat all person(s) with respect and never participate in any acts of discrimination, either directly or indirectly.
2. Ensure you report any incidents of discrimination to the Club Child Welfare Officer.

13 REVISIONS

REV NO	DATE	CHANGES
0	13 September 2021	Document Created