



## The Inclusive Club Scheme: Guidance document

### **Bronze accreditation: The first step on your journey to becoming a more inclusive sports club.**

There are five steps to becoming bronze accredited. These can be to be achieved over a 12 month period.

Inclusive Club Scheme criteria	What are the benefits?	Evidence
<p><b>Step one: Create an equity statement</b>            This short statement should include a few sentences that highlight to people interested in your club that your whole club is committed to being inclusive, and that you are confident in welcoming and supporting all impairment groups.</p>	<p>By creating this statement you are shaping the ethos of your club. Sharing it with your members and visitors secures their shared commitment to it and shows the public that your whole club has an inclusive culture. This will help new disabled visitors to feel welcome.</p>	<p>Link to statement on club website.            Picture of statement in clubhouse.            Acknowledgment that the statement has been shared with all club members via internal communications.</p>
<p><b>Step two: Nominate a Disability Activator</b>            Publically nominate someone as a first point of contact for disability enquiries at your club. This nominee needs to have knowledge of:</p> <ul style="list-style-type: none"> <li>a) Accessibility information and transport options e.g. bus routes, disabled parking spaces</li> </ul>	<p>Research shows that for disabled people, the logistics of taking part in sport and physical activity can be a barrier. By nominating a disability activator at your club you will be able to provide more information around the logistics associated with your club, like parking for example. This will help to break down the logistical barriers making your club more accessible and appealing.</p>	<p>Link to disability activator on club website.            Picture of disability activator in clubhouse.            Acknowledgment that the name and role of the disability activator has been</p>

<ul style="list-style-type: none"> <li>b) Club facilities e.g. can they gain access to the facilities and move around easily?</li> <li>c) Current activities running that are suitable for disabled people e.g. specific or modified sessions that are currently running</li> <li>d) The coaching team and what they are trained in</li> <li>e) This activator should also follow up with the disabled person after first contact</li> </ul>		<p>shared with all club members via internal communications.</p>
<p><b>Step three: Training the team</b>  Three members of the core club team need to complete one development workshop each (These must be separate courses).</p> <p>*Core club team includes coaches, volunteers, committee members etc.  **Evidence of completion of another disability related course delivered by a recognised body within the last 12 months can be used to meet this criteria  ***Individual circumstances can be granted some flexibility  ****Only one course can be completed online</p>	<p>By attending a range of our workshops your core team will increase their understanding and awareness around disability. This will enable your team to share knowledge with the rest of your club and to feel more comfortable delivering to and supporting the audience, and will also help your club to communicate more effectively with the disabled people.</p>	<p>Copies of course booking confirmations.</p>
<p><b>Step four: Complete an inclusion club hub audit</b>  This audit tool has been created by the Activity Alliance to help clubs include more disabled people in their activities. This tool supports you to review: your activities, people, management, promotion and volunteering, and it also provides suggested next steps alongside useful resources and contacts to achieve your goals. Once completed this can also be used as a reflection tool.</p>	<p>Having an understanding of how your club is doing now is a vital starting point to help you know what steps you can take in the future to develop.</p>	<p>Copy of clubs Activity Alliance inclusion club hub audit results.</p>

<p><b>Step five: Making a difference</b> As part of the next steps on your journey, your club needs to agree on 'what you will stop doing, what you will do differently, and what you will start doing'.</p>	<p>To keep you on track – reflecting and pledging through this step will set your club on its way to becoming even more disability friendly. To achieve your accreditation your club will need to fulfil its pledges within a 12 month period.</p>	<p>Copy of making a difference form.</p>
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\*Bronze accreditation costs £25 per club.

## Silver accreditation: The next step on your journey to becoming a more inclusive club.

There are three steps to becoming silver accredited. These can be to be achieved over a 12 month period.

Inclusive Club Scheme criteria	What are the benefits?	Evidence
<p><b>Step one: Provide inclusive session(s)</b> Your club and coaching team need to provide one modified or specific sports session for disabled participants. This could involve offering a new dedicated session for an impairment group or a commitment to welcome all members of the community into one inclusive group. A commitment also needs to be made around the availability and possible purchase of adaptive or specialised equipment. If a session is to be called 'inclusive' you must have a coach that can successfully integrate all participants and the right specialised equipment if it is needed.</p>	<p>Providing one modified or specific session will improve the number of opportunities that people with disabilities have for accessing sport and physical activity. By committing to the purchase of specialised equipment, if required, your club is committing to making a session truly inclusive.</p>	<p>Require full session details: Name of session, day and time, number of weeks, type and cost of session.</p>
<p><b>Step two: Inclusive activity poster</b> Produce a disability focused poster that will be reviewed by North West Leics District council's sports development team and communications team. Feedback and adjustments will be recommended before a final copy will then be shared with local targeted contacts and promoted through social media channels.</p>	<p>Taking the time to create an inclusive poster will give you the opportunity to practice considering all the inclusive communications points, and a bonus is that the Inclusive Club Scheme team will review you poster before feeding back and then sharing it with targeted contacts.</p>	<p>Copy of an inclusive activity poster.</p>
<p><b>Step three: Making a difference</b> As a club you need to agree on 'what you will stop doing, what you will do differently, and what you will start doing' to take your club that step further.</p>	<p>To keep you on moving on – reflecting and pledging through this step once again will support your club to keep moving in the right direction on your journey towards becoming an inclusive club. To achieve your accreditation your club will need to fulfil its pledges within a 12 month period.</p>	<p>Copy of making a difference form.</p>

\*Silver accreditation costs £10 per club.