



Inclusion and Equality Policy

Statement of Intent

At Elite SF, we take great care to treat each individual as a person in their own right, with equal rights and responsibilities to any other individual, whether they are an adult or a child.

We are committed to providing **equality of opportunity** and **anti-discriminatory practice** for all coaches, children, and families according to their individual needs.

Discrimination on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation has no place at Elite SF.

A commitment to implementing our Inclusion and Equality Policy is part of each coach's job description. Should anyone believe that this policy is not being upheld, it is their duty to report the matter to **a Manager** at the earliest opportunity.

Appropriate steps will then be taken to investigate the matter, and if such concerns are well-founded, Elite SF's breach of contract procedure will be followed.

Legal Framework

The legal framework for this policy is based on:

- Special Education Needs and Disabilities Code of Practice 2015
- Children and Families Act 2014
- Equality Act 2010
- Childcare Act 2006
- Children Act 2004
- Care Standards Act 2002
- Special Educational Needs and Disability Act 2001

Elite SF and Coaches Commitments

Elite SF and the coaches are committed to:

- Recruiting, selecting, training, and promoting individuals based on **occupational skills requirements**. No applicant or coach will receive less favourable treatment due to protected characteristics.
- Creating a **working environment free of bullying, harassment, victimisation, and unlawful discrimination**, promoting dignity and respect for all, where individual differences and contributions are recognised and valued.
- Providing session places, wherever possible, for children with **special educational needs and/or disabilities** or those disadvantaged according to their individual circumstances.
- Making **reasonable adjustments** for children with special educational needs and disabilities to remove barriers and improve access.
- Striving to promote **equal access to services and projects**, taking practical steps where possible, such as producing materials in relevant languages and media.
- Providing a **secure environment** in which all families are listened to, children can flourish, and contributions are valued.
- Including and valuing the contribution of all families to our understanding of **equality, inclusion, and diversity**.
- Providing **positive non-stereotypical information**.
- Continually improving coach knowledge and understanding of equality, inclusion, and diversity through **training on rights and responsibilities**.
- Regularly reviewing, monitoring, and evaluating the effectiveness of inclusive practices to ensure policies are effective and non-discriminatory.
- Making **inclusion a thread throughout our sessions**

Admissions and Service Provision

- Elite SF is accessible to all children and families in the local community and further afield through a **comprehensive and inclusive admissions policy**.
- Elite SF will strive to ensure all services and projects are accessible and relevant to all groups and individuals within targeted age groups.

Recruitment

- Recruitment, and other selection exercises are conducted on the basis of **merit against objective criteria** that avoids discrimination.
- Shortlisting will be done by more than one person, where possible.
- Selection group members are committed to inclusive practice and receive **appropriate training**.
- Application forms are sent out with **equal opportunities monitoring forms** and do not include discriminatory questions.
- Vacancies are advertised to a **diverse section of the labour market**, avoiding stereotyping or discouraging particular groups.
- Interviews avoid discriminatory questions, and all candidates are asked the same questions. Feedback is provided if requested.

Pre-Work Questions (Equality Act 2010)

Questions may be asked prior to offering work to:

- Establish if the applicant can comply with a required assessment (interview/selection test)
- Confirm the applicant can carry out functions intrinsic to the role
- Monitor diversity among applicants

Guidance for Coaches

- Coaches must have **health and physical capacity** to teach safely.
- Successful applicants complete a **fitness questionnaire**.

Coach Responsibilities

- All coaches are expected to **cooperate with policy implementation, monitoring, and improvement**.
- Coaches must challenge **oppressive or discriminatory language, actions, behaviours, and attitudes**.
- Coaches are expected to **recognise and respect other cultures and traditions**.
- Coaches must follow the **Behaviour Policy** to report observed incidents.

Training

- All Coaches receive training including specific reference to the Inclusion and Equality Policy.
- Elite SF provides **inclusion, equality, and diversity training** for all coaches regularly.

Early Learning Framework

- We follow Ofsted requirements as being part of the Voluntary Ofsted Register.
- Learning opportunities encourage children to **develop positive attitudes** to others and develop **critical thinking** and empathy.

Implementation

We do this by:

- Assigning a **key person** to each child to tailor care and monitor learning, this would be the group's lead coach.
- Listening to children's **verbal and non-verbal communication**, making them feel included and valued.
- Ensuring all children have **equal access** to learning and sport opportunities.
- Using resources reflecting a **wide range of communities**
- Avoiding **stereotypical or derogatory images**
- Acknowledging and celebrating a **wide range of religions, beliefs, and festivals**
- Creating an **environment of mutual respect**
- Supporting children to **talk about feelings**, manage emotions, and develop empathy
- Teaching that **discriminatory behaviour and remarks are unacceptable**
- Knowing children well to meet their needs and provide additional support when necessary
- Ensuring early learning is inclusive for children with **special educational needs, disabilities, or disadvantaged backgrounds**
- Supporting children whose **first language is not English**
- Working in **partnership with families** to uphold the policy and challenge discriminatory comments

- Meeting **medical, cultural, and dietary needs** while teaching respect for diversity

Parent Information and Meetings

- Information about Elite SF, activities, experiences, and resources is shared with parents, along with updates on their child's experience and development.
- Information is provided in a **variety of formats** (written, verbal, translated) to ensure accessibility.

Acknowledgement and Acceptance (BrightHR)

All self-employed coaches and contractors engaged by Elite SF are required to read and acknowledge this Policy Breach Procedure, along with all associated policies, via the BrightHR system (or equivalent compliance platform used by the business).

Acknowledgement via BrightHR constitutes confirmation that the individual:

- Has read and understood the contents of this procedure
- Agrees to adhere to all company policies and standards
- Understands the consequences of policy breaches as outlined

Failure to complete policy acknowledgement may result in:

- Suspension of work allocation
- Removal from scheduled sessions until compliance is confirmed

The business reserves the right to rely on digital acknowledgement records as evidence of acceptance of terms and expectations.

Adopted on: 29th December 2025

Signed on behalf of Elite SF: J. Bartram

Date for review: 29th December 2026