



SCOTTISH DISABILITY SPORT

Equality Action Plan: April 2011 – March 2017 – Updated December 2016

SDS understands the issues and barriers faced by under-represented groups and will engage with appropriate agencies and individuals to develop, implement and share good equality practice.

Report Submitted to the Board of SDS in August 2015

Scottish Disability Sport Equality Action Plan April 2011 – March 2017

Action Plan Overview

	KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
1	Equality training, support and development.	Carry out a Training Needs Analysis for SDS staff and Board members.	Offer equality CPD for SDS staff and Board members.	Establish continuous Equality training for staff and Board members as part of general CPD.	Board and staff received training and once updated policy in place more training for the staff and board will be put on Jan – March 2014	Once updated equality policy in place more training for the staff and board will be put on Jan – March 2014 with appropriate trainer	<p>LGBT Training Equality training for staff and board took place on 28th April 2014</p> <p>staff training for working with people with severe disabilities</p> <p>Equality Training on Protected Characteristics – 3rd December 2014 with staff and board</p> <p>Staff Training programme to be implemented</p>	<p>Partners from Guide Dogs UK delivered training to SDS tutors and are working with HL to develop this and roll out where there is a need.</p> <p>Severe and Complex Disabilities DIT was piloted in June 2015 with Autism Scotland</p> <p>Tutor day was held to upskill SDS tutors on visual impairment in June 2015</p> <p>JL and HL attended the sportscotland</p>	<p>Several members of staff to attend LGBTI training on 22 Feb and 16 March 2016</p> <p>T&F RDM has highlighted an interested in attending Mental Health & suicide training – Coaching manager to investigate</p> <p>4 Autism workshops have taken place</p> <p>Ron McArthur has delivered disability</p>

KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
						<p>into individual work programmes</p> <p>Who staff Equality Meeting/update held annually</p> <p>JL to attend RDM meetings once per year to update on Equality</p> <p>5 young people applied for the UKSA 'My Sport, My Voice' programme for a role as an advocate or ambassador</p>	<p>Equality Seminar in May 2015. Athlete Joanna Butterfield was on the panel discussing her experiences in sport. HL delivered a disability workshop at the seminar</p> <p>Wheelchair Basketball athlete, Robyn Love, attended the Scottish Women in Sport Conference to speak about her experience in inclusive sport.</p> <p>Two Wheelchair Basketball athletes have been involved in the creation of a First Bus training video to</p>	<p>courses to Bowls specific Hubs</p> <p>Scottish Swimming Transition Squads set up in Regional areas</p> <p>All staff to attend supporting transgender people in sport course</p> <p>Lewis McConnell granted Access to Work funding to purchase equipment and attend training.</p>

KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
Sportscotland have given funding for coaches with disabilities to attend UKCC level courses.					2 deaf coaches have attended UKCC level courses 2 severely disabled athletes attended and completed	Continue to promote training courses to all disabled athletes and players and make courses accessible Wheelchair Basketball	upskill their drivers to better cater for passengers with physical disabilities. 3 athletes have been selected for the UK programme 'My Sport. My voice' Continue to promote training courses to all disabled athletes and players and make courses accessible SDS has applied for Coaching Futures funding for potentially 5 athletes	Mentoring of coaches with

	KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
						UKCC Level one Boccia Award	support to be identified 1 severely disabled person to attend UKCC Boccia Level one in Feb 2015		a learning disability through coaching talent programmes
2	Under represented groups within SDS.	Identify and engage with under-represented groups. Targeted groups: Sensory, Women, Severe disabilities, Black/ethnic	Continue to engage with under – represented groups and establish specific projects to stimulate their involvement in SDS programmes. Engagement with transgender athlete	Continue to engage with URGs and establish options and clear pathways to retain their involvement.	Through a British athletics programme street to stadium (former inner city programme) SDS engaged with Glasgow Life and British Athletics to develop programme targeted at BME young people with outcome of finding more para athletes in athletics to start on performance pathway. Several planning meetings held however little action has taken place. Engaged with Deaf Childrens Society to	Staff have attended Making Activities Deaf Friendly course and this organisation delivered a workshop to the branch representatives at the branch conference. One member of staff has also done level 2 BSL and will begin level 3 in Jan 2014 The Regional Managers referral system there has been	Visual Impairment training day in Glasgow with Visibility Meeting held with Visibility, RNIB, Visual Impairment Service, Guide Dogs, Deafblind Scotland, British Retinitis Pigmentosa Society, Sense Scotland, Scottish National Institution for the War Blinded, Action for Blind People, Abinism Fellowship, Blind Veterans UK and	Six monthly meetings with the SGBs of sport to update on disability and agree actions moving forward Six monthly meetings with Visual Impairment Partners to continue GMc and HL delivered a workshop at the Scottish Student Sport Conference in	May 2016 – Severe and complex Autism course held for teaching staff and Aberdeen City Pathways Manager to meet twice a year with NCDS BME athlete attended talent ID rowing day in 2016

KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
				<p>upskill key staff/volunteers regarding young people with hearing impairments – training very well received.</p>	<p>parental engagement for Asian community</p> <p>Parasport festivals ran by Regional Managers for Secondary pupils with physical and sensory disabilities.</p> <p>Powerchair football league established</p> <p>New Boccia club established</p> <p>Girls for Gold (UK Sport Campaign Network)</p> <p>Branch Conference</p> <p>Sportscotland Equality Conference Presentation</p>	<p>various Regional Sensory groups to establish next steps and partnership working. Next meeting for November 2014 set up.</p> <p>Goalball Club now established following on from a successful taster day</p> <p>Judo Scotland have identified taster days for Visual Impairment Awareness and First Contact sessions in the West of Scotland</p> <p>Develop partnership with ROSHNI on upcoming project to include research, training and development,</p>	<p>June 2015 Branch Conference – have an interpreter present if required</p> <p>RDMs to continue to run Parasport festivals across the country targeting young people with physical/sensory disabilities.</p> <p>FVDS sourcing funding to have a part time women in sport post</p> <p>Continue to put articles in Equality – Focus on Sport</p> <p>Launch the SDS young person's</p>	<p>Visual Impairment come and try day 19 March 2016 and 26 November 2016</p> <p>Visual Impairment Peripatetic teacher meetings held in the West of Scotland</p> <p>Wheelchair extravaganza come and try day took place 12 June 2016</p> <p>Wheelchair sports club continues in Central</p> <p>Partnership with British</p>

KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
					<p>from SDS</p> <p>Worked with Help for Heroes to establish RAT post</p> <p>SDS met with SENSE Scotland re future work</p>	<p>delivery and joint funding opportunities</p> <p>Branch Conference – have an interpreter present in 2014</p> <p>RDMs to continue to run Parasport festivals across the country targeting young people with physical/sensory disabilities.</p> <p>ASN UKDIT to be developed</p> <p>FVDS branch increasing focus on girls and women involvement in disability sport</p> <p>Creating better partnerships</p>	<p>sports panel</p> <p>Pathways Manager meets with NCDS twice a year</p> <p>20% of people that attended the National Celebration of Parasport Day had a visual impairment</p> <p>Nov 2015 – 2 x Girls with severe and complex disabilities (both powerchair users) identified in Moray and supported into a swimming pathway</p> <p>Wheelchair sports club established in Central</p>	<p>Blind Sport First Steps project</p> <p>CEO attended meeting with SAMH</p> <p>SDS RDM's held parasport festivals across all regional areas in 2016 and have dates planned for 2017 targeting participants with a physical or sensory disability</p> <p>SDS young persons sport panel have had 4 meetings in 2016 and have</p>

KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
						<p>with wider organisations and networks</p> <p>SDS met with Royal Blind School who entered swimming gala</p> <p>Articles in Haggeye magazine</p> <p>12 pupils with sensory impairments at Grampian Parasport Festival</p> <p>Goalball in Highlands with Royal Blind Association</p> <p>Discussions to establish a young person's disability sport panel (looking at accessibility)</p>		<p>attended numerous SDS National Events to volunteer</p> <p>Sign language interpreters at the SDS Branch Conference and AGM</p> <p>West RDMs met with IRISS (Visual Impairment Service)</p>

KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
						<p>within attitudes, events & coaching and communication)</p> <p>VI day in November 2014 to cross fertilize SGB and VI organisations</p> <p>SDS ran a sport taster day for the Scottish Muscle Network with a presentation to parents</p> <p>Intersectional day at Abertay uni with Dundee Dragons in attendance providing examples of good practice</p> <p>2 Goalball tasters in the</p>		

	KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
							<p>East to establish a club</p> <p>Consultation day with ASN teachers, Education Scotland & Capability Scotland</p> <p>SDS & Wheelchair Racer Meggan Dawson-Farrel delivered a training day to the Scottish Government</p> <p>JL attended Women in sports coaching consultation in September</p>		
3	Recruitment and selection procedures and practices.	Review recruitment and selection procedures and	Update and review RS procedures plus HR policies and	Review dimensions of HR policies for SDS external	Continue to review all policies and procedures	The SDS board continue to review all policies	The SDS board continue to review all policies	To increase diversity of board, staff, coaches, officials and	To increase diversity of board, staff, coaches, officials and

KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
	practices.	procedures.	audit			<p>HR Handbook and Recruitment to be reviewed</p> <p>Recruitment and selection policy was updated and adopted by the board April 2014</p> <p>Introduced Equality monitoring form for recruitment and selection</p> <p>Impact Assessment carried out for SDS recruitment Policy</p>	<p>participants across all protected characteristics</p> <p>SDS has appointed a Coaching Futures Boccia apprentice. The conditions of appointment were it had to be an ex athlete and the person must have a disability</p> <p>Roll out of recruitment policy and advertise posts through various equality partners</p> <p>Two Syrian refugees have been identified to coach wheelchair</p>	<p>participants across all protected characteristics</p> <p>Roll out of recruitment policy and advertise posts through various equality partners</p> <p>Results of EIA shared with board, staff, key volunteers through the website (if appropriate)</p> <p>equality section on the website updated</p> <p>Impact Assessment</p>

	KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
								<p>Basketball in the West</p> <p>Results of EIA shared with board, staff, key volunteers through the website (if appropriate)</p> <p>Update equality section on the website</p> <p>Impact Assessment each policy every 3 years</p>	<p>each policy every 3 years – updated 2015</p> <p>Equality Action plan updated on a 6 monthly basis</p> <p>All Recruitment documents to be reviewed</p>
4	Monitoring, evaluation and review of equality.	<p>Establish robust systems for carrying out the SDS annual Equality audit and report on the findings of the 2010 Equality audit.</p> <p>Develop systems and documentation</p>	<p>Report on the findings of the annual Equality audit.</p> <p>Annual review of the equality impact on SDS education, training and events programmes.</p>	<p>37% of the participants were male and 63% were female</p> <p>18% of the candidates considered themselves to have a disability</p> <p>29% of the candidates</p>	<p>43% of the participants were male and 57% were female</p> <p>7% of the candidates considered themselves to have a disability</p> <p>49.5% of the candidates were under the age of 25, with the remainder</p>	<p>Initiate and report on the findings of the annual Equality audit. Establish specific programmes to meet the identified areas of need.</p> <p>Annual review of the equality</p>	<p>Update Coaching and Education statistics</p> <p>Audit events through event entry forms</p> <p>Organisational Audit completed by staff board, branch committee</p>	<p>Update Coaching and Education statistics</p> <p>Audit events through event entry forms</p> <p>All staff to complete one piece of equality training as</p>	<p>Update Coaching and Education statistics</p> <p>Audit events through event entry forms and course evaluation forms</p> <p>All staff to</p>

KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
	for monitoring and reviewing the equality impact on SDS education, training and events programmes.		were under the age of 25, with the remainder aged 25 to 65 9% of the candidates identified themselves as from a black or ethnic minority group	aged 25 to 65 2.3% of the candidates identified themselves as from a black or ethnic minority group 99% of participants rated the overall workshop good or very good	impact on SDS education, training and events programmes.	volunteers, SDS event and squad volunteers, local athletes from clubs and regional squad athletes All staff and Board completed a Training Needs Analysis Staff/board Equality training programme established All staff to have equality training as a target in their appraisal documents RDMs to monitor equality of Talent ID Days Impact Assessment to be completed for one policy per	identified from the TNA RDMs to monitor equality of Talent ID Days	complete one piece of equality training as identified from the TNA RDMs to monitor equality of Talent ID Days Equality monitoring document reviewed and amended

	KEY AREA	INITIATION 2010	2010 - 2011	2011 - 2012	2012-13	2013-14	2014-15	2015-16	2016-17
							year		
5	Action Planning.	Prepare and implement a 2010 – 2012 Equality Action Plan which addresses key areas from the audit.	Review progress of Equality Action Plan and where appropriate establish specific programmes to meet the identified areas of need.	Review progress of Equality Action Plan.	Action plan not completed	Complete Action Plan for 2013/14 and beyond. Update equality policy an realign it to equality standard and reach intermediary by March 2015	Achieve Intermediate level of the Equality Standard by March 2015		

Key Area 1: Equality training, support and development.

Action	Responsible	Time Frame	Resources	Comments
Equality training, support and development – identify training opportunities and communicate with staff, board, branches, volunteers, coaches and participants	Jen	On going	Staff time	
Line managers to ensure staff complete one piece of equality training per year	Gavin, Heather, Lynne	On going		
Education and training <ul style="list-style-type: none"> - Continue to run tutor training every 6 months - Roll out severe and complex training - promote and encourage athletes with disabilities to attend courses 	Heather, All	Tutor training – June and December each year Severe and Complex training Autism training Promote and encourage participants to go on UKCC level courses	Staff time Appropriately trained tutors Appropriately trained tutors Staff time	

Key Area 2:**Increasing participation from under-represented groups within SDS**

Action	Responsible	Time Frame	Resources	Comments
<p>Arrange three meetings with key voluntary or equivalent organisations plus TWO Regional/Branch Focus Groups to identify potential barriers and possible approaches to increasing levels of participation.</p>	<p>Regional Mgrs/Branch Personnel</p>	<p>Ongoing</p>	<p>Time</p>	<p>GOGA project – Disability Sport Fife, Forth Valley Disability Sport, Grampian Disability Sport have been given funding to get the inactive active focusing on walking, swimming and cycling</p> <p>Meetings in place with Visual Impairment groups from across Scotland (whole group meet twice a year)</p>
<p>Establish promotional opportunities for under-represented groups to engage in SDS/Branch events, festivals, TI days.</p> <p>Sportscotland funding for disabled coaches to attend UKCC Level courses</p>	<p>Regional Mgrs/Branch Personnel/sports coordinators/SDS Development Manager</p>	<p>Ongoing</p>	<p>Time</p>	<p>Parasport Festivals</p> <p>Visual impairment Event – March and November 2016</p> <p>Wheelchair extravaganza event – June 2016</p> <p>SDS young persons sport panel – launched November 2015 (5 meetings held since)</p> <p>2 deaf coaches have attended UKCC level courses through funding</p> <p>6 severely disabled person has completed UKCC level one Boccia and one more</p>

Action	Responsible	Time Frame	Resources	Comments
				to complete in Feb 2015
Establish and maintain open communication with under represented groups.	SDS staff team and Area Branch personnel	annually	Time	<p>Caroline Lyon has completed level 1 and 2 BSL and will start level 3 when a course is available</p> <p>SDS new website is fully accessible</p>

Key Area 3: Recruitment and selection procedures and practices.

Action	Responsible	Time Frame	Resources	Comments
Collate all recruitment and selection procedures and practices.	CEO	Ongoing	Time	
Review and check that SDS Recruitment and Selection procedures are Fit for Purpose and compliant with the 2010 Equalities Act.	CEO/Jennifer Livingstone	April 2014	Time	All recruitment policies/procedures were updated in September 2016 by the SDS board as part of an on going review of all policies and procedures
Identify, propose and agree issues for change.	CEO/Jennifer Livingstone	January 2015	Time	
Introduce changes to procedures and practices.	Administrator/Jennifer Livingstone/Children 1st	Ongoing	Time	SDS Safeguarding in Sport document was updated April 2016 and approved by Children 1 st and SDS Management board
Update appropriate procedures, practices, plans and templates.	CEO/administrator	Ongoing	Time	2 policies and procedures will be Impact Assessed each year
Review all recruitment and selection procedures and practices on an annual basis.	CEO	January 2012, 2013, 2014, 2015, Sept 2016	Time	Completed September 2016

Key Area 4: Monitoring, evaluation and review of equality.

Action	Responsible	Time Frame	Resources	Comments
Distribute equality audit questionnaires to new SDS staff and volunteers	Jennifer Livingstone/administrator	On going	Time	Equal Opportunities Monitoring form has been reviewed and is part of the SDS recruitment pack
Inform the SDS Equality Group, Board members and Performance athletes about the Equality audit and its purpose and importance.	Jennifer Livingstone/CEO/administrator	Completed	Time	All staff and board have completed equality training and all staff attended the annual SDS Equality meeting in November 2016
Update SDS Equality Group, Board members and membership on findings of audit.	Jennifer Livingstone/CEO	December 2010	Time	Completed Feb 2015
Develop equality audit questionnaire for students who access the SDS Education and Training programme.	Education and coaching Manager/ Jennifer Livingstone	On going – distributed at the end of each course	Time	
Analyse equality returns from SDS Education and Training students, prepare a report with findings and recommendations.	Education and Coaching Manager/ administrator	On going	Time	Completed after each course
Investigate systems of athlete, coach and volunteer registration that will benefit future equality audit projects.	SDS Equality Group/SDS Board	April 2011	Time plus cost of membership system	Team profiles have been completed for the CP World Games in August 2015, the young persons panel – Dec 2015 and Scottish athletes who competed in the Paralympic Games in Rio in 2016

Action	Responsible	Time Frame	Resources	Comments
Conduct annual and in specific instances triennial Equality audits in accordance with the Equality Standard for Sport criteria.	Jennifer Livingstone/education and Coaching Manager/SDS Equality Group	Annually	Time	
Report findings and recommendations widely throughout the organisation.	SDS Consultant/Education and Coaching Mgr/ Equality Group	Annually	Time	

Action	Responsible	Time Frame	Resources	Comments
Agree an equality impact assessment process.	SDS Consultant/equality advisor.	Annually	Time	
Complete Equality Impact Assessments	SDS Opportunity and Equalities Manager/SDS staff member	Annually	Time	Complete two per year

Key Area 5: Action Planning.

Action	Responsible	Time Frame	Resources	Comments
Update SDS Equality Action Plan	Jennifer Livingstone/SDS staff	6 monthly	Time	JL will produce action plan but all staff should input through annual equality meeting and as appropriate throughout the year
Conduct regular review of progress and refresh where appropriate.	Jennifer Livingstone/SDS Equality Group	June and December	Time	On going – report annually

- The SDS Opportunities & Equalities Manager will continue to monitor and review the Equality Action Plan
- Equality will be on the agenda at the all staff meeting in October/November each year
- The CEO will report to the Board on progress and receive reports from the SDS Equality Group through the SDS Opportunities and Equalities Manger

Final Draft prepared by Jennifer Livingstone December 2016

