

## Objective

Cafs is committed to providing an organisational culture and workplace that fosters diversity and inclusion across all levels of the organisation. We achieve this through eliminating stigmas and limitations, and through the promotion of education, awareness and mutual understanding. Everyone within Cafs takes responsibility for fostering a culture of diversity and inclusion, and demonstrating behaviours consistent with our vision, mission, values and guiding principles.

The objective of this policy is to:

- ensure a supportive workplace that values, respects and recognises the benefits diversity and inclusion offers to Cafs and our wider community
- ensure that Cafs services are delivered in a manner that respects and values diversity and inclusion
- prevent harassment or discrimination of any kind.

## Scope

This policy applies to:

- Cafs Board
- All current and prospective staff of our organisation (including: full time, part time, casual, fixed term, consultants, temporary and contract workers)
- Volunteers, foster and kinship carers, mentors, students
- Clients and their families and supports

This policy applies to everyone mentioned herein including:

- Aboriginal and Torres Strait Islanders;
- LGBTIQ+
- People of different race, ethnicity, cultural background
- People of all abilities;
- People of all religions or religious beliefs.

## Policy Statement

Cafs has developed a Diversity and Inclusion Strategy (via Action Plans) that ensures that:

- inclusion and diversity is incorporated in induction (for both staff and members of the Board)
- staff receive training and education in cultural competency and safety, and how to incorporate these into organisational values, practices, policies and service delivery
- active recruitment of staff from diverse backgrounds or staff who have previous experience in service delivery to people from culturally and linguistically diverse backgrounds is encouraged
- active consultation involving a range of people including (but not limited to) those who identify as Aboriginal, Torres Strait Islander, LGBTIQ+, Culturally and Linguistically Diverse, and from all abilities, in identifying and prioritising needs and in planning service
- changes to local cultural and linguistic demographics are reviewed in planning for future services
- access policies and procedures are reviewed on a regular basis to ensure there are no barriers to people wanting to access our services
- harassment or discrimination are not tolerated and that appropriate internal organisation and/or legal protocols, are followed to prevent or address harassment or discrimination
- flexible approaches are adopted in response to clients that recognises and meet diverse needs.

Cafs ensures that our staff:

- demonstrate respect for all areas of diversity
- arrange for interpreters (including sign language interpreters) in circumstances where clients are unable to communicate easily in English
- when conducting assessments for clients from diverse groups they are conducted in a manner that is appropriate and respectful
- actively seek information from clients or where appropriate their family/carer about respectful service provision
- attempt to meet specific requests from clients, where possible, to demonstrate respect for the client
- ensure where possible and if appropriate, that clients have access to staff (within the organisation and external services) from similar diverse groups.

## More Information

Definitions for this policy can be found in the Cafs Definitions and Acronyms Manual.

### Commonwealth Legislation

Age Discrimination Act 2004  
Australian Human Rights Commission Act 1986  
Fair Work Act 2009  
Human Rights and Equal Opportunity Commission Act 1986  
Disability Discrimination Act 1992  
Occupational Health and Safety (Commonwealth Employment) Amendment (Employee Involvement and Compliance) Act 2004  
Privacy Act 1988  
Racial Discrimination Act 1975  
Racial Hatred Act 1995  
Sex Discrimination Act 1984

Workplace Gender Equality Act 2012

**Victorian/State Legislation**

Brodie's Law 2011

Charter of Human Rights and Responsibilities Act 2006

Children Legislation Amendment (Reportable Conduct) Act 2017

Equal Opportunity Act 2010

Occupational Health and Safety Act 2004

Racial and Religious Tolerance Act 2001