

# Policy

## Inclusion and Diversity

### Cafs Philosophy

Cafs is here for those who need us. We are committed to providing an environment where all people, especially children and young people, are safe and feel safe and where their voices are heard about decisions that affect their lives. We are committed to ending family violence. We nurture a culture of inclusion and equity for all, and ensure we are a powerful platform and leader in their community for social change.

### Purpose

Cafs is committed to providing a culturally safe, mentally healthy and inclusive workplace and service provision for everyone, where diversity is not only welcomed, but celebrated.

The concept of diversity, for the purposes of this policy, encompasses a commitment to equality and to treating all individuals with fairness, acceptance and respect. This includes all employees, clients, and members of the communities in which we operate. It means understanding that each individual is unique, and recognizing our differences. These can be along the dimensions of race (inclusive of colour, descent, Indigeneity, national origin, ethnic origin, or immigrant status); age; sex, intersex status, gender and gender identity, and sexual orientation; physical abilities or attributes; religious or political beliefs, education; and socio-economic status.

UNESCO definition of Inclusion:

*Inclusive society is defined as a society for all, in which every individual has an active role to play. Such a society is based on fundamental values of equity, equality, social justice, and human rights and freedoms, as well as on the principles of tolerance and embracing diversity.*

Inclusion, as defined by UNSECO stresses the moral and ethical imperative of an equitable society for all. This means inclusion applies to organisational culture, all Cafs people and also to the values that underpin Cafs' engagement with clients and communities.

In the context of Cafs, inclusion refers to creating workplace environments in which any individual or group feels welcomed, respected and valued to fully participate and meaningfully contribute. Cafs, as

an Inclusive work environment, is open to incorporating new and different ways of thinking, interacting and working with clients and communities. Caf's values of respect, integrity, collaboration, kindness and innovation enhance and promote values of equality and diversity and are embedded in policy, procedures, practice frameworks and action plans developed with clients and communities.

## Scope

This policy applies to Caf's employees, volunteers - including Board members, Carers, students, labour hire staff and Caf's contractors.

## Policy Statement

Caf's Leadership (at all levels) accepts responsibility for ensuring Caf's is an inclusive and welcoming organisation, by:

1. Positioning diversity and inclusion as central to Caf's' organisational DNA and our work with clients and communities;
2. Developing programs, policies, procedures, practice frameworks and action plans that embed values of equality, diversity and inclusion in all work with clients, communities and all Caf's people;
3. Creating an organisation where all clients,, employees, carers, volunteers and visitors are supported and in a position to contribute meaningfully.
4. Creating an organisational culture that ensures all employees have equal and fair access to opportunities available at work, and are equitably rewarded and recognised for their contributions;
5. Creating an organisation that actively promotes diversity in terms of its recruitment of employees and the types of social advocacy it takes to promote diversity and inclusion among clients and communities and;
6. Profile Caf's as an inclusive and welcoming service / workplace for all leading to Caf's being recognise as both a service provider, and employer, of choice.

### **This Policy Statement is underpinned by the following principles:**

#### Principle # 1:

Provide services to clients irrespective of race, religion, politics, age, abilities, attributes, gender, sexuality, socio-economic status and education. Caf's people are encouraged to assess their own

preconceptions and prejudices against the value base of the organisation to ensure that all individuals they engage with receive the highest standards of respect and care.

Principle # 2:

Workplace diversity and inclusion principles should be integrated with and underpin all aspects and levels of Cafs work. This includes planning, program/practice approaches, selection/recruitment, learning and development, work health and safety, and workplace relations. Workplace diversity and inclusion strategies build Cafs' relationship with the community, enhance the contribution of its employees and improve the quality of its programs and services.

Principle # 3:

Cafs acknowledge that the promotion and implementation of equality, diversity, inclusion and anti-discriminatory practice is an ongoing and active process. More specifically, Cafs are respectful of the diversity of lived experiences and backgrounds and draw upon experiences from historical and institutionalised discrimination.

Principle # 4:

Cafs actively promotes the platforms for clients, communities and employees to raise issues that relate to their lived experiences but also institutionalised forms of discrimination that might impact their experience of Cafs adversely.

Principle # 5:

Cafs is committed to ongoing education and professional development opportunities by:

Mandating training that infuses inclusion and diversity as part of Cafs DNA and practice,  
encouraging employees to experience and engage with practice knowledge across diverse contexts;  
and

Encouraging employees to engage in educational/learning opportunities that allow for reflection on their professional experience with special emphasis on how values and ethics shape their professional practice.

Principle # 6:

Cafs is transparent and purposeful in managing any tensions and dilemmas arising from practises that intentionally promote diversity and inclusion.

## More information

### References

Ahmed, S (2012) On Being Included: Racism and Diversity in Institutional Life, Duke University Press

Ahmed, S (2007) The language of diversity, Ethnic and Racial Studies, Vol. 30 (2).

<https://humanrights.gov.au/our-work/legal/legislation#dda>

<https://humanrights.gov.au/our-work/age-discrimination>

[https://humanrights.gov.au/sites/default/files/GPGB\\_racial\\_discrimination.pdf](https://humanrights.gov.au/sites/default/files/GPGB_racial_discrimination.pdf)

Federal Discrimination

Law: [file:///C:/Users/tpatilvishwanath/Downloads/AHRC\\_Federal%20Discrimination%20Law\\_2016%20\(1\).pdf](file:///C:/Users/tpatilvishwanath/Downloads/AHRC_Federal%20Discrimination%20Law_2016%20(1).pdf)

Equality Act 2010: <https://www.legislation.gov.uk/ukpga/2010/15/part/2>

<https://www.equalityhumanrights.com/en/equality-act-2010/what-equality-act>

UNSECO: Social Inclusion. Social Transformation, Social

Innovations [http://www.unesco.org/new/fileadmin/MULTIMEDIA/HQ/BPI/EPA/images/media\\_services/Director-General/ConceptNoteSocialInclusionSocialTransformationsSocialInnovationEN.pdf](http://www.unesco.org/new/fileadmin/MULTIMEDIA/HQ/BPI/EPA/images/media_services/Director-General/ConceptNoteSocialInclusionSocialTransformationsSocialInnovationEN.pdf)

<https://www.education.vic.gov.au/hrweb/divequity/Pages/default.aspx>

### Commonwealth Legislation

[Age Discrimination Act 2004](#)

[Australian Human Rights Commission Act 1986](#)

[Disability Discrimination Act 1992](#)

[Fair Work Act 2009](#) including National Employment Standards

[Modern Slavery Act 2018](#)

[Privacy Act 1988](#)

[Racial Discrimination Act 1975](#)

[Racial Hatred Act 1995](#)

[Sex Discrimination Act 1984](#)

[Treasury Laws Amendment \(Enhancing Whistleblower Protections\) Act 2019](#)

[Workplace Gender Equality Act 2012](#)

### Victorian/State Legislation

Crimes Amendment (Bullying) Act 2011 (also known as [Brodie's Law 2011](#))

[Charter of Human Rights and Responsibilities Act 2006](#)

[Health Records Act 2001](#)

[Occupational Health and Safety Act 2004](#)

[Privacy and Data Protection Act 2014](#)

[Racial and Religious Tolerance Act 2001](#)

## **Quality Document References**

[Cafs Definitions & Acronyms](#): Manual -Quality & Compliance