Accessibility, Inclusion and Equality Policy

Athronydd Research and Consulting

Applies to: All research, consulting, co-production, CPD/media production and stakeholder activities led or commissioned by Athronydd involving participants, contributors, schools, youth settings, or public bodies across Wales.

---

1. Purpose

Athronydd is committed to creating a **safe, inclusive, equitable and accessible environment** for everyone we work with — including children, young people, educators, contributors, and collaborators. This policy outlines how we remove barriers, prevent discrimination, and promote representation and fairness across all of our work.

This policy includes our approach to:

- **Accessibility** (physical, cognitive, emotional and digital)
- **Inclusion** (representation, participation and voice)
- **Equality and Non-Discrimination** (protected characteristics under the Equality Act 2010)

2. Principles

We believe:

- **Access is a right**, not a favour
- **Inclusion is planned**, not reactive
- **Equity and representation matter**, especially when working with young people and marginalised communities
- **Discrimination is never acceptable**, whether direct, indirect, institutional or unconscious

We aim to be:

- **Proactive** – anticipating needs and building inclusion into design
- **Participant-led** – adapting our methods to reflect the people we work with

- **Reflective** – learning from feedback, challenge, and lived experience

3. Legal & Ethical Framework

This policy aligns with:

- **The Equality Act 2010** (covering age, disability, gender reassignment, marriage/civil partnership, pregnancy/maternity, race, religion/belief, sex and sexual orientation)
- **The Social Services and Well-being (Wales) Act 2014**
- **The United Nations Convention on the Rights of the Child (UNCRC)**
- **Welsh Government's Inclusion and Diversity in Education Framework**
- **UK GDPR**, as it relates to data protection, consent and fairness

4. Who This Policy Covers

- **Children and young people**, particularly those with additional learning needs (ALN), SEND, or protected characteristics
- **Adults** participating in our work (e.g., educators, contributors, researchers, creative professionals)
- **Contractors and collaborators**, including freelancers and advisors
- **Our own team members and associates**

5. What We Mean By Accessibility, Inclusion & Equality

- **Accessibility**: ensuring people can take part meaningfully — physically, emotionally, cognitively and digitally
- **Inclusion**: making everyone feel respected, safe, and heard — regardless of identity, experience or background
- **Equality**: upholding the legal right to non-discrimination and actively challenging inequality in systems, design and delivery

6. Commitments in Practice

6.1 Inclusive Design

We:

- Design projects and materials with the widest possible range of users in mind
- Use **plain language** and accessible formats
- Offer **Welsh-language versions** where required
- Comply with **digital accessibility standards** (e.g., screen reader compatibility, contrast, font sizes)

6.2 Physical Access

We:

- Aim to only only **step-free, accessible venues** or provide an equivalent virtual/remote option
- Ask contributors about **access needs** in advance
- Ensure accessible toilets, rest spaces and seating are available where we control the space

6.3 Communication Access

We can provide:

- **Large print**, **easy read** or simplified versions of written materials
- **Bilingual** and **translated** content as needed
- **BSL** or other interpreters where pre-arranged
- **Captioning or transcripts** for all online sessions and videos

We avoid visual and auditory overload in facilitation and presentations.

6.4 Cultural Inclusion & Non-Discrimination

We:

- Respect diverse identities and lived experiences
- Avoid assumptions based on gender, ethnicity, language, culture, faith, disability or family background
- Seek **representative contributors** in our work (e.g., actors, co-researchers)
- Use inclusive, affirming language and ask people how they want to be referred to
- Do not tolerate **racism, sexism, ableism, homophobia, transphobia, ageism**, or any other discriminatory behaviour

6.5 Emotional & Psychological Safety

We:

- Never require participants to share lived experience or trauma
- Give **content warnings** where appropriate
- Offer **non-verbal, opt-out and anonymous** participation methods
- Check in and debrief where discussions may be emotionally challenging

6.6 Young People's Rights

We:

- Promote the voice and agency of children and young people
- Involve them ethically and safely in research or consultation
- Use **age-appropriate consent/assent processes**
- Only work with under-18s in **supervised, authorised settings**
- Follow our **Safeguarding and Child Protection Policy** in full

7. Digital Inclusion

We recognise that not all participants have:

- Access to devices or private spaces
- Reliable internet
- Confidence using online platforms

We will:

- Offer **offline or asynchronous options** where possible
- Use **simple, familiar digital tools** (e.g., school-approved platforms)
- Offer **tech support** and clear instructions
- Avoid excessive file sizes, downloads, or hidden access barriers

8. Reasonable Adjustments

We invite all participants and contributors to share access needs early. We will make adjustments such as:

- Flexible scheduling (e.g., breaks, time of day)
- Alternative formats (e.g., written instead of spoken)
- Use of advocates, interpreters or trusted adults

● Environmental adaptations (e.g., lighting, seating, sensory sensitivity)

9. Monitoring & Feedback

We will:

● Offer **anonymous feedback forms** with every major engagement
● Keep an internal log of **adjustments made**
● Monitor **participation and representation** data where appropriate (anonymised)
● Include inclusion/equality reflection in our project reviews

10. Responsibilities

Role	Responsibilities
All Partners	Uphold this policy in all planning, design and delivery
EDI Lead	Policy implementation and oversight
Project Leads	Ensure venues, materials and sessions are inclusive
Associates/Contractors	Follow this policy and raise any concerns or ideas

11. Complaints & Escalation

Any participant, contributor or staff member who experiences or witnesses **discrimination, exclusion or inaccessibility** can:

● Raise the issue directly with either partner
● Email: monty@athronyddrc.com or catrin@addronyddrc.com

- If appropriate, we may escalate to a **host organisation, funder or commissioning body**

We treat all concerns seriously and respond within **5 working days**.

12. Review Cycle

This policy is reviewed **annually**, or after any incident or substantial feedback.
 We welcome **ongoing input** from participants, schools, contributors and peers.

13. Version Control

Version	Date	Author	Summary
1.0	26/07/2025	Athronydd	Initial Issue

Sign-Off

- **Partner 1:**   Date: 27/07/2025

- **Partner 2:**   Date: 27/07/2025