Inclusion Policy

Boys & Girls Club of Salisbury

According to the Canadian Charter of Human Rights and Freedoms, “All individuals must be treated equally, regardless of their race, national or ethnic origin, colour, religion, sex, age, or mental or physical disability. The Canadian Human Rights Act also states “employers and service providers are required to accommodate special needs, including those of people with disabilities, short of undue hardship”.

Children require childcare:

* To grow, develop and learn.
* Friendship building and social inclusion.
* Parental employment, training, respite and support.

**Procedures:**

**Human Resources:** All staff of Boys & Girls Club of Salisbury understand and agree to support inclusive practices as outlined in the Inclusion Policy

**Training:** All staff attend special needs-focused training opportunities on effective inclusive programming whenever possible.

**Programming:** The staff adapts the environment and routines as necessary to meet the needs of the children enrolled. The staff develops flexible programming that can be adapted as needed.

**Confidentiality:** All staff have signed confidentiality agreements upon hiring. Staff are aware that they will receive and have access to confidential information about children and families and they agree to keep this information in strict confidence.

**Partnerships:** Boys & Girls Club of Salisbury will work collaboratively with parents and outside service providers to ensure that the needs of the children are met. We will, with the consent of the parents, refer children to outside service providers when we feel, or the parents feel, that a child may require additional support.

**Admission/Registration:** All families interested in registering their child are dealt with in a fair and equitable manner. For Children that require full support to attend, their support will have to be in place before the child can start the program.

**Our Facility**: The Boys & Girls Club of Salisbury is accessible to meet most needs. The building is not wheelchair accessible. We apologize for any inconvenience this may cause and are working on a solution.

When a child requires assistance with personal care, it will be done in a private and dignified manner. Where possible, we will adapt resources in our Program Rooms and will move furniture to create a positive safe environment, ensuring all areas are accessible for all children.

**Withdrawal:** If the Centre is having difficulties meeting the child’s needs, we will ensure that:

* All families asked to withdraw are dealt with in a fair and equitable manner.
* The notice of withdrawal is consistent with the Discharge Policy of the Centre and is the same for all families. This policy can be found on page 9 of the Parent Handbook.
* Reasonable care has been taken in assessing the child’s needs and the Program’s ability to support those needs.

 “This Inclusion Policy has been informed by the *Inclusion Program Support Guide* as well as *Supporting All Children: Our Practices*”. Can be found with the parent handbook on our website.

February 4, 2020