EQUAL REPRESENTATION COALITION

CHECKLIST

Barriers to attending and participating

- Venues are physically accessible and accessible by public transport
- Gender neutral toilets are available
- It is clearly stated whether children are able to attend the event and actions are taken to enable people with caring responsibilities to fully participate

- Meetings aren't always in the evenings
- There is a welcome steward and name badges for participants
- Reasonable adjustments are anticipated
- There are no communication barriers for people attending. Everyone can understand and contribute to discussion

Beyond the basics-conferences

- Staff and volunteers have received safeguarding and equality awareness training
- The event has a welfare and inclusion officer
- Additional services are available such as a crèche and quiet room
- The event programme has adequate breaks and a diverse speaker list
- Information is available in alternative formats such as braille or on CD
- Dietary requirements are considered

= ENGENDER

cento ELECTHER

• It is clearly stated that abusive language will not be tolerated

Equality





| Consideration has been made about the accessibility and | |
|--|---|
| facilities in the area around the venue including: street clutter, | |
| transport, and accommodation | |
| • There is financial assistance to help pay for accommodation and | |
| transport | |
| People are free not to participate if they don't want to | |
| Participating remotely | |
| • Members are able to participate in meetings via digital methods | |
| such as Zoom or social media | |
| Events are filmed and shared | |
| People are able to vote via post or by proxy | |
| Campaigning activities | |
| A variety of campaigning activities are available | |
| • People are offered tasks which match their skills and experience | |
| Volunteer job descriptions/role briefs are available to members | |
| Challenging presenteeism | |
| • Presenteeism and a long-hours culture is challenged. Breaks are | |
| encouraged | |
| All roles are equally valued | |
| Recruiting new members | |
| • Action is taken to recruit more LGBTI, ethnic minority, disabled | |
| people and women to the party | |
| Outreach activities are held at diverse range of events and | |
| locations | |
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WOMEN 50:50 THE YOUNG WOMEN'S MOVEMENT

