

## INCLUSIVENESS POLICY

Catholic Family Services of Hamilton is committed to an inclusive framework in behaviour and actions that reflects our fundamental beliefs of trust, mutual respect and dignity for all individuals. Inclusion means an environment where each person has an opportunity to participate fully in creating success and is valued for her/his distinctive skills, experiences and perspectives. An inclusive, accessible environment values individuality and motivates Board members, employees, students and volunteers to contribute their best.

We believe that diversity and inclusion are key drivers of creativity and innovation. Diversity includes individuals from all nations, cultures, ethnic groups, sexual orientations, generations, backgrounds, skills, abilities, and all the other unique characteristics that make each of us who we are.

To that end, the following policy has been developed:

- 1.0 Catholic Family Services of Hamilton (CFS) will provide an environment that supports inclusive principles and practices and will strongly encourage such an environment.
  - 1.1 Inclusion and diversity includes individuals of all gender, race, color, religion, sexual orientation, gender identity or expression<sup>1</sup>, age, ethnicity, national origin, marital status, political persuasion, personal appearance, disability, or other protected characteristics.
  - 1.2 Board members, employees, students and volunteers will not tolerate actions that contravene the principles of inclusion.
  - 1.3 Board members, employees, students and volunteers will not violate those principles through inappropriate limitation of employment opportunity, access to services, or participation in any CFS activities.
  - 1.4 CFS works to increase access and participation, especially for those who are marginalized, disadvantaged or oppressed.

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<sup>1</sup> For the purpose of this policy, "*gender identity or expression*" refers to an individual's having or being perceived as having a gender-related self-identity, self-image, appearance, expression, or behavior, whether or not those gender-related characteristics differ from those associated with the individual's assigned sex at birth.

- 2.0 CFS will work to ensure that the structure, systems and policies of the organization reflect the communities it serves and will encourage equal access to all.
  - 2.1 CFS must attract, develop, promote and retain a diverse workforce and Board in order to better fulfill our vision and most effectively address our stakeholders.
  - 2.2 Employees, students and volunteers are expected to conduct themselves professionally, in a manner befitting the work environment, and with respect for colleagues and co-workers.
  - 2.3 Employees, students and volunteers are expected to understand that behaviour which one individual considers innocent and harmless may be regarded as oppressive by another person.
  - 2.4 CFS does not tolerate discriminatory or oppressive behaviour.

*Revised and Approved September 2013*