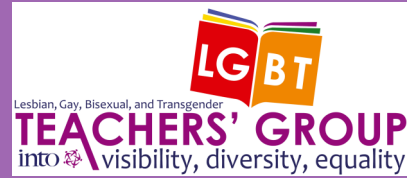


Good Practice Guidelines



Creating an Inclusive staffroom for Lesbian, Gay, Bisexual and Transgender (LGBT) staff

- ◆ Be aware that a percentage of your colleagues, or their family/friends are gay, lesbian, bisexual or transgender.
- ◆ Challenge homophobic or transphobic comments or jokes. It is important not to be silent because doing so implies that you agree.
- ◆ Make sure that staff social events involving partners are equally open to same-sex partners.
- ◆ Encourage the use of inclusive and gender neutral language, e.g. partner.
- ◆ If you are unsure of appropriate language ask an LGBT person/group for guidance.
- ◆ Respond positively when a colleague discloses their sexual orientation or transgender identity.
- ◆ Be informed about current LGBT articles in the InTouch. Print out and display relevant INTO posters in the staffroom.
- ◆ Review the adult anti-bullying policy to ensure it includes an explicit reference to homophobic and transphobic bullying.
- ◆ Include in your positive staff relations policy a way of dealing with situations when “gay”, “queer” etc are used as terms of abuse.
- ◆ Talk about issues that affect LGBT people alongside all other equality issues discussed in the staffroom. Break the silence.