



GOVERNANCE · POLICY 13

Equality, Diversity and Inclusion Policy

How CYEF makes sure opportunity reaches the young people most often left out of it, and what that requires in practice.

Document	Equality, Diversity and Inclusion Policy
Version	1.0
Owner	Executive Director, reporting to the CYEF Board of Directors
Date adopted	pending board adoption
Review cycle	Reviewed every two years
Applies to	Programmes, participants, recruitment, partners and procurement

1. Position

CYEF exists because talent is distributed evenly and opportunity is not. That is a statement about inequality, and a Foundation built on it has to be deliberate about who its programmes actually reach.

Being open to everyone is not the same as reaching everyone. A programme that is technically open, held at a time and place that suits boys with money for transport, will serve boys with money for transport. This policy is about the difference.

2. Commitment

CYEF does not discriminate on the basis of sex, gender, disability, ethnicity, language, religion, health status including HIV status, pregnancy, marital status, family circumstances, socio-economic background or any other characteristic irrelevant to participation.

This applies to programme participants, staff, volunteers, board members, partners and suppliers.

3. Priority groups

Naming who is under-served is what turns a commitment into a plan.

Group	Barrier	What CYEF does
Girls and young women	Domestic responsibilities, safety concerns on the journey, absence of female coaches, family reluctance about girls in sport, menstruation without facilities	Dedicated girls' football provision, female coaches and chaperones, session times set around domestic and school demands, direct engagement with families, sanitary provision and private changing space
Children with disabilities	Inaccessible venues, no adapted activity, assumptions about capability	Assess accessibility before choosing a venue, adapt activities rather than excluding, ask the child and family what would help
Children from the poorest households	Cost of transport, kit, boots and fees	No participation fees for core programmes, kit and equipment provided, transport support where funds allow
Out-of-school children	Programmes routed through schools miss them entirely	Community-based entry points alongside school partnerships

Group	Barrier	What CYEF does
Children in alternative care, or without a parent	No adult to give consent, no one to attend fixtures	Work with the guardian or the Children Officer to enable participation, and never exclude a child for lack of a parent

4. Girls in sport

CYEF's football work began with boys, which is the common pattern and not an acceptable end point. Expanding it to girls requires more than an open invitation.

- Female coaches and chaperones are present at every girls' session, without exception
- Session times are set with families, around school, domestic work and safe travel in daylight
- Private, lockable changing and toilet facilities, with sanitary provision available discreetly
- Kit is designed for the players, and no girl is expected to play in inappropriate clothing
- Families are engaged directly, because a father's or grandmother's view often decides whether a girl attends
- Participation is tracked by sex, so that claims about reach can be evidenced rather than asserted
- Girls are visible in coaching, officiating and leadership roles, not only as players

Menstruation is one of the most common reasons girls stop playing sport, and one of the least often addressed. CYEF treats it as a practical matter with a practical answer: facilities, supplies and a coach who does not make it awkward.

5. Inclusion in practice

5.1 Programme design

- Ask who is missing before asking how many attended
- Choose venues and times that do not exclude by default
- Deliver in the languages participants actually use, including Kiswahili and local languages
- Keep the cost of participation at zero for core programmes
- Consult participants on what would make it easier to take part, and act on it

5.2 Recruitment and governance

- Advertise openly and select on documented criteria

- Work towards a board and staff team that reflect the communities CYEF serves, including meaningful representation of women
- Make reasonable adjustments for staff and volunteers with disabilities
- Review pay and progression for patterns that disadvantage a group

5.3 Language and imagery

- Present young people as capable, not as objects of pity
- Avoid language that reduces a child to a category or a circumstance
- Show girls, and children with disabilities, taking part rather than watching
- Follow the Media, Photography and Image Use Guidance

6. Unacceptable behaviour

The following are treated as misconduct under the Code of Conduct:

- Discriminatory language, jokes or gestures, including about sex, disability, ethnicity or health status
- Excluding a child from an activity on a discriminatory basis
- Harassment or bullying of any kind, including sexual harassment
- Retaliation against someone who raises a concern about discrimination
- Tolerating discriminatory behaviour by participants, parents, partners or spectators without challenging it

Discrimination is reported through the routes in the Complaints and Feedback Policy, or through the Whistleblowing and Protected Disclosure Policy where it involves staff conduct.

7. Measuring it

- Participation data is disaggregated by sex, age and location as a minimum and by disability where the participant is willing to share it
- Reporting states who took part, not only how many
- Where a group is persistently under-represented, the programme changes rather than the target
- The board reviews participation data at least annually
- Participants are asked whether they felt welcome and included, and the answers are acted on

Data on disability, health status and household circumstances is sensitive personal data. It is collected only where it serves a clear purpose, with consent and is handled under the Data Protection Policy.

Read alongside the Human Resources and Volunteer Management Policy, the Code of Conduct, the Child Safeguarding and Child Protection Policy and the Complaints and Feedback Policy.