



# Organisational Values and Inclusion Framework

*Part of the BYO Inclusion and Values Policy Suite*

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Britannia Youth Organisation CIC is a Community Interest Company registered in England and Wales.  
Company No. 12515346 | Registered Address: 36 St Joseph's Rd, Ward End, Birmingham, B8 2JU

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| Document Details | Information                                                                                                                                                                                                    |
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| Policy Title     | Organisational Values and Inclusion Framework                                                                                                                                                                  |
| Version          | 3.0                                                                                                                                                                                                            |
| Effective Date   | 29 June 2026                                                                                                                                                                                                   |
| Review Date      | 01 July 2027                                                                                                                                                                                                   |
| Owner            | Designated Safeguarding Lead                                                                                                                                                                                   |
| Approved By      | Hassan Kingsley, Governor                                                                                                                                                                                      |
| Cross-References | Safeguarding Policy Framework, Equality, Diversity and Inclusion Policy, Code of Conduct Policy, Code of Behaviour Policy, Anti-Bullying Policy, Open Access Policy, Complaints Policy, Whistle-blowing Policy |

## 1. Introduction

Britannia Youth Organisation CIC is committed to creating an inclusive, respectful, and environmentally conscious community where all young people, staff, and volunteers can thrive. This framework establishes our core values and outlines how we embed inclusion, dignity, respect, neurodiversity awareness, and environmental responsibility into everything we do.

**Our Mission:** To provide safe, accessible, and engaging activities for children and young people aged under 24, including Sports Drive, Allotment Project, Talks and Tools, Level Up Sunday Club, and various trips and activities.

**Our Vision:** A community where every young person feels valued, respected, and empowered to reach their full potential while caring for our environment.

**Framework Integration:** This framework underpins all our policies and practices, particularly our **Safeguarding Policy Framework** and **Equality, Diversity and Inclusion Policy**.

## 2. Our Core Values

### **INCLUSION**

We welcome everyone regardless of background, ability, or circumstance. Our **Open Access Policy** ensures no young person is excluded from our activities.

### **RESPECT**

We treat all individuals with dignity and value their unique contributions to our community as outlined in our **Code of Conduct Policy** and **Code of Behaviour Policy**.

### **EMPOWERMENT**

We support young people to develop confidence, skills, and independence through positive experiences while maintaining appropriate safeguarding measures.

### **SUSTAINABILITY**

We care for our environment and teach young people to be responsible stewards of their community and planet.

### **SAFETY**

We prioritise the physical, emotional, and psychological wellbeing of everyone in our care through our comprehensive **Safeguarding Policy Framework**.

**Values in Practice:** These values are embedded throughout all our policies and are reflected in our **Code of Conduct Policy** for staff and **Code of Behaviour Policy** for young people.

## 3. Safeguarding and Values

### 3.1 Values-Based Safeguarding

Our values framework supports our safeguarding approach by:

#### Creating Safe Environments:

- **Inclusive practices** that value all young people
- **Respectful relationships** that model appropriate boundaries
- **Empowerment approaches** that give young people voice and choice
- **Environmental awareness** that teaches care and responsibility

#### Supporting Vulnerable Young People:

- **Individual support** responsive to specific needs
- **Trauma-informed approaches** that understand impact of adverse experiences
- **Resilience building** through positive relationships and experiences
- **Community connections** that provide stability and support

**Safeguarding Integration:** Our values-based approach supports the safeguarding framework outlined in our **Safeguarding Policy Framework** and **Child Protection Procedures**.

### 3.2 Reporting Concerns

Values-related concerns should be reported through:

- **Immediate concerns:** Any staff member present
- **Safeguarding concerns:** **Designated Safeguarding Lead (DSL)**
- **Discrimination concerns:** Through **Equality, Diversity and Inclusion Policy** procedures
- **Bullying concerns:** Through **Anti-Bullying Policy** procedures

#### Key Contacts:

- **DSL:** Joshua William Hall (07925 328 728)
- **Deputy DSL:** Hassan Alexander Kingsley (07597 874 222)

**Alternative Reporting:** If you feel unable to report through normal channels, see our **Whistleblowing Policy** for alternative options.

## 4. Inclusion and Neurodiversity

### 4.1 Our Commitment

We recognise that approximately 1 in 7 people are neurodivergent, and we are committed to creating an environment where all young people and staff can participate fully, regardless of neurological differences.

**Equality Framework:** Our approach to neurodiversity is detailed in our **Equality, Diversity and Inclusion Policy** and supports our commitment to reasonable adjustments.

### 4.2 Understanding Neurodiversity

Neurodiversity includes but is not limited to:

- Autism spectrum conditions
- Attention Deficit Hyperactivity Disorder (ADHD)
- Dyslexia, dyspraxia, and dyscalculia
- Tourette's syndrome
- Other neurological differences

### 4.3 Practical Support

For Young People:

- **Flexible participation** allowing engagement at comfort level
- **Clear, simple instructions** and visual aids where helpful
- **Quiet spaces** available during activities
- **Sensory considerations** (lighting, noise levels, textures)
- **Staff training** to recognise and respond to different needs
- **Individual support plans** developed as needed
- **Safeguarding awareness** of additional vulnerabilities

For Staff and Volunteers:

- **Reasonable adjustments** in recruitment and employment
- **Training and awareness** programmes
- **Supportive supervision** and mentoring
- **Flexible working** arrangements where possible
- **Access to assessment** and diagnostic support
- **Professional development** opportunities

## 4.4 Safeguarding Considerations

Additional vulnerabilities may include:

- **Communication barriers** affecting ability to report concerns
- **Social isolation** increasing risk of exploitation
- **Misunderstanding of social cues** affecting relationships
- **Sensory overload** causing distress or challenging behaviour
- **Routine disruption** causing significant anxiety

Staff responses:

- **Enhanced awareness** of individual needs and triggers
- **Clear communication** methods tailored to individual needs
- **Consistent approaches** across all staff
- **Early intervention** when difficulties arise
- **Family partnership** to understand and support needs

## 5. Dignity and Respect

### 5.1 Zero Tolerance Approach

BYO has zero tolerance for harassment, bullying, discrimination, or any behaviour that undermines the dignity of individuals. This applies to all participants, staff, volunteers, and visitors.

**Anti-Bullying:** Detailed procedures for addressing bullying are outlined in our **Anti-Bullying Policy**.

**Conduct Standards:** Expected behaviours are detailed in our **Code of Conduct Policy** for staff and **Code of Behaviour Policy** for young people.

### 5.2 Types of Unacceptable Behaviour

**Harassment** includes unwanted conduct based on:

- Age, disability, gender, race, religion, sexual orientation
- Verbal, physical, or psychological intimidation
- Discriminatory jokes, comments, or materials
- Exclusion or isolation of individuals

**Bullying** includes:

- Deliberate intimidation or humiliation
- Persistent negative criticism
- Social exclusion or isolation
- Physical or verbal aggression
- Cyberbullying and online harassment

**Discrimination** includes:

- Unfair treatment based on protected characteristics
- Exclusion from activities or opportunities
- Prejudicial attitudes or behaviours
- Microaggressions and unconscious bias

### 5.3 Creating a Positive Environment

All staff and volunteers will:

- **Model respectful behaviour** at all times as per **Code of Conduct Policy**
- **Challenge inappropriate language** or behaviour immediately
- **Celebrate diversity** and different perspectives
- **Ensure all young people** feel heard and valued
- **Promote inclusive language** and activities
- **Report concerns** following appropriate procedures

Young people are encouraged to:

- **Treat others** as they would like to be treated
- **Include others** in activities and conversations
- **Report concerns** to staff immediately
- **Support peers** who may be experiencing difficulties
- **Follow expectations** outlined in **Code of Behaviour Policy**

## 5.4 Reporting and Response

**Immediate Concerns:**

- Report to any staff member present
- Emergency situations: call 999

**Safeguarding Concerns:**

- Contact DSL immediately: Joshua William Hall (07925 328 728)
- Follow **Child Protection Procedures** where applicable

**Discrimination/Bullying:**

- Follow **Anti-Bullying Policy** procedures
- Use **Equality, Diversity and Inclusion Policy** reporting routes

**Ongoing Issues:**

- Use **Complaints Policy** procedures
- Access **Whistleblowing Policy** for alternative reporting

**Anonymous Reporting:**

- Available through suggestion boxes/online forms
- Protected under **Whistleblowing Policy**

## 6. Environmental Responsibility

### 6.1 Our Environmental Commitment

BYO is committed to reducing our environmental impact and educating young people about environmental responsibility through our activities and operations.

### 6.2 Operational Practices

#### **Waste Management:**

- Segregated recycling across all venues
- Reusable materials prioritised over single-use items
- Food waste minimised through careful planning
- Composting at allotment project
- Educational activities about waste reduction

#### **Energy and Water Conservation:**

- Energy-efficient equipment used where possible
- Lights and equipment turned off when not needed
- Water conservation practices at allotment
- Sustainable transport encouraged for trips

#### **Sustainable Procurement:**

- Local suppliers prioritised where possible
- Environmentally friendly products chosen
- Equipment shared between activities
- Donations and second-hand items welcomed

## 6.3 Educational Integration

**Sports Drive:** Games that teach environmental awareness, outdoor activities connecting young people with nature

**Allotment Project:** Organic growing methods, composting, wildlife habitat creation, seasonal eating education

**Talks and Tools:** Environmental topics integrated into mentoring sessions, real-world sustainability challenges

**Level Up Sunday Club:** Environmental awareness through creative activities, nature-based learning projects

**Trips:** Nature-based destinations prioritised, public transport used where possible, leave-no-trace principles

## 6.4 Community Impact

- Young people involved in local environmental projects
- Partnerships with environmental organisations
- Community clean-up activities
- Environmental awareness campaigns

## 7. Implementation Across BYO Activities

### 7.1 Sports Drive

#### **Inclusion:**

- Adapted games for different abilities
- Mixed-ability teams and peer support
- Multiple ways to participate
- Individual support where needed

#### **Respect:**

- Fair play emphasis and celebration of effort
- Anti-bullying measures during competitive activities
- Peer mentoring and supportive relationships

#### **Safeguarding:**

- Appropriate supervision ratios
- Safe equipment and facilities
- Clear boundaries and expectations

#### **Environment:**

- Outdoor activities when possible
- Equipment care and sharing
- Nature-based games and activities

## 7.2 Allotment Project

### Inclusion:

- Tasks suited to different abilities and interests
- Sensory gardening opportunities
- Varied participation levels and flexible timing

### Respect:

- Shared responsibility for communal space
- Appreciation of different growing techniques
- Cultural food preferences respected

### Safeguarding:

- Tool safety and appropriate supervision
- Safe working practices and risk assessment
- Clear boundaries around physical contact

### Environment:

- Organic methods and wildlife encouragement
- Seasonal awareness and sustainability education
- Composting and waste reduction

## 7.3 Talks and Tools (Ages 12-17, 1:45-2:45 PM)

### Inclusion:

- Real-world skills accessible to all learning styles
- Mentoring adapted to individual needs and interests
- Flexible participation allowing for different comfort levels

### Respect:

- Peer mentoring and collaborative learning
- Celebration of diverse perspectives and experiences
- Supportive environment for questioning and exploration

### Safeguarding:

- Appropriate supervision during one-to-one mentoring
- Clear boundaries with guest speakers and mentors
- Safe discussion of real-world challenges and solutions

### Environment:

- Sustainability topics integrated into practical knowledge
- Digital resources prioritised over printed materials
- Real-world environmental challenges as learning opportunities

## 7.4 Level Up Sunday Club (Ages 6-11, 3:30-4:15 PM)

### **Inclusion:**

- Creative activities suited to different abilities
- Multi-sensory learning approaches
- Individual support and encouragement

### **Respect:**

- Celebration of all achievements and creativity
- Peer support and collaborative projects
- Inclusive group activities and games

### **Safeguarding:**

- Age-appropriate supervision ratios
- Safe creative materials and activities
- Clear procedures for managing different age groups

### **Environment:**

- Environmental themes integrated into creative projects
- Recycled and sustainable materials for activities
- Nature-based learning and exploration

## 7.5 Sunday Programme Structure

### **1:45-2:45 PM - Talks and Tools (Ages 12-17)**

- Real-life skills and mentoring
- Inspiring guest speakers
- Practical knowledge development

### **2:45-3:30 PM - Boys Sports**

- Active participation and skill development
- Team building and cooperation
- Inclusive sport activities

### **3:30-4:15 PM - Level Up Sunday Club (Ages 6-11)**

- Creative learning and play
- Reading, wordplay, and imagination
- Fun challenges and group activities

### **4:15-5:00 PM - Girls Sports Class**

- Empowering physical activity
- Skill development and confidence building
- Supportive peer relationships

## 7.6 Trips and Activities

### Inclusion:

- Accessible venues chosen where possible
- Individual support provided as needed
- Alternative participation methods available

### Respect:

- Cultural sensitivity and appreciation of diversity
- Inclusive group activities and decision-making

### Safeguarding:

- Enhanced supervision and safety measures
- Clear procedures for managing incidents
- Emergency contact and response procedures

### Environment:

- Sustainable transport options prioritised
- Educational environmental content integrated
- Minimal waste principles and Leave No Trace ethics

**Activity Planning:** All activities follow procedures outlined in our **Standing Operating Procedure for CYP Events** and **Offsite Visits Policy**.

## 8. Training and Development

### 8.1 Essential Training

All staff and volunteers will receive basic induction covering:

- **BYO values** and inclusive practice overview
- **Safeguarding fundamentals** as per **Safeguarding Policy Framework**
- **Recognising and responding** to concerns
- **Basic environmental** awareness
- **Professional boundaries** and conduct expectations

### 8.2 Additional Development

Ongoing Training:

- **Safeguarding updates** and refresher training
- **Neurodiversity awareness** and inclusive practice
- **Environmental education** and sustainability
- **Mental health** and wellbeing support

Specialist Training:

- **Trauma-informed practice** for supporting vulnerable young people
- **Conflict resolution** and de-escalation techniques
- **Cultural competency** and anti-racism training
- **Environmental education** methods and approaches

### 8.3 Learning and Development

- **Peer learning** and experience sharing
- **External training** opportunities supported where possible
- **Reflective practice** and supervision
- **Community of practice** development

**Professional Development:** Training requirements are integrated with our **Code of Conduct Policy** and professional development framework.

## 9. Monitoring and Review

### 9.1 Simple Monitoring

#### Regular Assessment:

- Informal check-ins during activities
- Participant feedback through surveys and conversations
- Staff reflection and peer observation
- Incident tracking as part of safeguarding procedures

#### Environmental Practices:

- Resource use monitoring and reduction targets
- Waste audit and recycling effectiveness
- Carbon footprint assessment and reduction planning
- Community impact measurement and reporting

### 9.2 Continuous Improvement

#### Learning Culture:

- **Day-to-day experiences** informing practice development
- **Simple adjustments** when issues arise
- **Young people's feedback** actively sought and acted upon
- **Good practice sharing** within and beyond BYO

#### Responsive Development:

- **Policy updates** based on learning and experience
- **Training adaptation** to meet identified needs
- **Resource allocation** to support inclusive practice
- **Partnership development** to enhance support

### 9.3 Accountability

#### Governance Oversight:

- **Board monitoring** of values implementation
- **Annual reporting** on progress and challenges
- **Staff performance** objectives include values demonstration
- **Young people involvement** in governance and review

#### External Accountability:

- **Community reporting** on impact and outcomes
- **Stakeholder engagement** in review and development
- **Regulatory compliance** and quality assurance
- **Best practice sharing** with sector partners

## 10. Support and Resources

### 10.1 Internal Support

#### Key Contacts:

- **DSL:** Joshua William Hall (07925 328 728)
- **Deputy DSL:** Hassan Alexander Kingsley (07597 874 222)
- **Main Office:** 0121 448 7378
- **Values Champion:** Hassan Alexander Kingsley

#### Internal Resources:

- **Peer support** networks and mentoring
- **Supervision** and professional guidance
- **Resource library** and information sharing
- **Training programmes** and development opportunities

### 10.2 External Resources

#### Specialist Support:

- **Neurodiversity Support:** British Dyslexia Association, National Autistic Society
- **Equality Support:** Equality and Human Rights Commission, local equality groups
- **Environmental Guidance:** Environment Agency, local sustainability networks
- **Youth Work Support:** National Youth Agency, local youth work partnerships

#### Crisis Support:

- **Safeguarding agencies:** Children's Services, Police, LADO
- **Mental health services:** CAMHS, local crisis support
- **Family support:** Local authority family support services
- **Emergency services:** 999 for immediate danger

## 11. Complaints and Concerns

### 11.1 Reporting Pathways

If you have concerns about how these values are being implemented:

**Immediate Issues:**

1. **Speak directly** with any staff member or volunteer
2. **Contact the DSL** for safeguarding concerns: Joshua William Hall (07925 328 728)

**Formal Processes:** 3. **Use the Complaints Policy** for ongoing issues or dissatisfaction 4. **Contact the Board** for governance-level concerns 5. **Seek external support** from relevant agencies if needed

**Alternative Reporting:**

- **Whistleblowing Policy** for protected disclosure
- **Anonymous reporting** through suggestion systems
- **External agencies** for regulatory concerns

### 11.2 Response and Resolution

**Our Commitment:**

- **Take all concerns seriously** and investigate thoroughly
- **Provide regular updates** on progress and actions
- **Ensure no retaliation** against those raising concerns
- **Learn from feedback** to improve practice
- **Restore relationships** and rebuild trust where needed

**Complaints Procedure:** Full details of our complaints process are outlined in our **Complaints Policy**.

## 12. Partnership and Community Engagement

### 12.1 Community Partnerships

#### Local Connections:

- **Schools and colleges** for educational collaboration
- **Community groups** for shared activities and resources
- **Faith communities** for cultural exchange and understanding
- **Environmental groups** for sustainability projects

#### Statutory Partnerships:

- **Local authority** youth services coordination
- **Safeguarding partnerships** for child protection
- **Health services** for wellbeing support
- **Police** for community safety

### 12.2 Young People's Voice

#### Participation Methods:

- **Regular consultation** on activities and services
- **Representation** on governance structures
- **Peer leadership** and mentoring opportunities
- **Community action** projects led by young people

#### Decision-Making:

- **Young people involvement** in policy review
- **Feedback mechanisms** for service improvement
- **Democratic processes** for activity planning
- **Advocacy support** for expressing views and concerns

## 13. Quality Assurance

### 13.1 Standards and Monitoring

Quality Indicators:

- **Participation rates** and engagement levels
- **Feedback scores** and satisfaction measures
- **Incident rates** and resolution effectiveness
- **Staff confidence** and competence levels

External Review:

- **Regulatory compliance** and inspection readiness
- **Peer review** and sector benchmarking
- **Academic research** and evaluation participation
- **Best practice** recognition and sharing

### 13.2 Continuous Development

Improvement Cycle:

- **Plan** - Set objectives and targets
- **Do** - Implement activities and interventions
- **Study** - Monitor progress and outcomes
- **Act** - Adjust approach based on learning

Innovation and Development:

- **Pilot projects** for new approaches
- **Research partnerships** for evidence-based practice
- **Technology integration** for enhanced accessibility
- **Sustainability innovation** for environmental impact

## 14. Related Policies

This framework should be read alongside:

- Safeguarding Policy Framework
- Child Protection Procedures
- Adult Safeguarding Procedures
- Equality, Diversity and Inclusion Policy
- Code of Conduct Policy
- Code of Behaviour Policy
- Anti-Bullying Policy
- Open Access Policy
- Health and Safety Policy
- Digital Safeguarding Policy
- Complaints Policy
- Whistleblowing Policy
- Data Protection Policy

## 15. Commitment Statement

Britannia Youth Organisation CIC commits to:

- **Living our values** in every interaction and decision
- **Continuously learning** and improving our inclusive practices
- **Listening to young people** and responding to their needs
- **Protecting our environment** for future generations
- **Creating positive change** in our community
- **Maintaining the highest standards** of safeguarding and care
- **Supporting all individuals** to reach their full potential
- **Building partnerships** that strengthen our community impact

This framework will be reviewed annually and updated based on learning, feedback, and changing needs.

**This framework is fully supported by the BYO Board and Senior Leadership Team.**

**Document Control:**

- This framework underpins all BYO policies and practices
- Values are embedded in staff induction and ongoing training
- Regular monitoring ensures values are lived in practice
- Young people's voice is central to framework development and review

**Reviewed by:****Hassan Kingsley***Date: 29/06/2026**Next Review Date: 01/07/2027*

*This policy forms part of BYO's commitment to safeguarding and should be read alongside our complete Safeguarding Framework.*

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