



ARCHERY
South Australia

DISABILITY DISCRIMINATION ACTION PLAN

2015-2018

1. OVERVIEW OF ARCHERY SA

ARCHERY SA is the peak body for archery in South Australia and is affiliated with Archery Australia.

ARCHERY SA is an Incorporated, not-for-profit Association, comprising affiliated clubs, life members, affiliates, coaches & judges.

ARCHERY SA is governed by a volunteer Board of Management, which comprises an Executive, Officers and voting Delegates. Each Club has one vote.

Archery, as well as providing for elite archers, is well positioned to promote a healthy lifestyle and active participation for athletes with varying levels of abilities.

ARCHERY SA has 14 affiliated clubs and approximately 750 members.

ARCHERY SA encourages Clubs to actively involve people with a disability in their programs and activities. The conduct of Archery, by its very nature, means that people with a disability are generally well-catered for within the sport.

2. Action Plan METHODOLOGY

ARCHERY SA places a high importance on ensuring the Plan is prepared in full consultation with its Clubs.

To finalise this Action Plan the following will be employed:

1. Conducting an Action Plan workshop involving representatives from affiliated clubs. The workshop is intended to also involve industry professionals including Office of Recreation & Sport, Disability Recreation and Sports SA, Sport SA, ARCHERY SA officers, coaches and officials and parents of athletes
2. Circulation of the Action Plan to ARCHERY SA Policy Committee and Clubs for further comment, suggestions and input
3. Discussion of the Action Plan and its implementation at ground level.

The implementation strategies of the Action Plan are included in this document.

3. COMMUNICATION STRATEGIES

This section discusses how the Action Plan will be promoted to the ARCHERY SA Board of Management, Club representatives and staff

1. A copy of the Action Plan will be made available to all and published in the public area of the ARCHERY SA website
2. Any new Club will be provided with a copy of the Action Plan as part of the New Club Affiliation Membership Pack
3. Feedback of the progress of the Action Plan will be tabled and discussed at Board Meetings
4. Strategies to achieve the Action Plan will be discussed at General Meetings.
5. Progress reports and updates of the Action Plan will be included in the publication of *The Bow Press* and other communications as appropriate.

4. PRIORITY AREAS

The following six priority areas are identified to form the focus of this Action Plan.

The priority areas are:

1. **Club Access** (i.e. facilities and equipment)

How physical barriers restrict or limit access to Archery.

i.e. entrances, toilets, change rooms, car parking, vehicle set-down areas and public transport and equipment (e.g. modified equipment)

2. **Welcoming Positive Environments**

How attitudes within the Archery community impacts on service provision and further encourage inclusive practices and greater participation by people with a disability

3. **Sport Education** (mentors & roles models)

How education and training affects the way in which coaches, clubs and members interact with and cater for people with a disability at the State and Club levels.

4. **Culture of Inclusiveness**

How ARCHERY SA and affiliated Clubs communicate information about the services and activities for each Club to people with a disability and their families.

5. **Athlete Support** (adaptation of sport)

How ARCHERY SA supports its activities, programs and services to ensure an athlete with a disability has similar access, participation and opportunities as other affiliated members and potential members.

6. **Development of Resources**

Development and provision of resources to assist ARCHERY SA and affiliated Clubs to cater for and support people with disabilities.

5. PROCESSES FOR MONITORING, EVALUATING, REVIEWING, AND UPDATING THE PLAN

The Action Plan will undergo continuous evaluation and amendment to ensure its effectiveness by:

1. Monitoring the plan

ARCHERY SA will primarily be responsible for the monitoring of the Action Plan. Updates, outlining the progress of the strategies contained in the plan, will be provided to the ARCHERY SA Board of Management.

2. Evaluation

The Action Plan will be evaluated against each performance indicator. This process will involve the ARCHERY SA Policy Committee and ARCHERY SA Executive. Evaluation feedback will be provided to the Board of Management.

3. Review & Updating

The Action Plan will be reviewed annually, in line with the review of the ARCHERY SA Operations and Management Plan. The review process will primarily be the responsibility of ARCHERY SA Staff, in consultation with the ARCHERY SA Board of Management, Clubs and other stakeholders and interest groups.

An updated Disability Discrimination Action Plan will be made available each year (at the Annual General Meeting).

PRIORITY AREA 1: CLUB ACCESS

OBJECTIVE: Identify and reduce physical access barriers to Club participation.

PERFORMANCE INDICATOR:

1. An improvement in accessibility to ARCHERY SA Clubs as determined by surveys, statistics and consultations

ACTION PLAN:

STRATEGIES		RESPONSIBLE	COMPLETION	COST/RESOURCES	STRATEGY OUTCOME
1.1	Annual monitoring of physical access issues 1.1.1 Include venue survey via mail outs	Executive Officers		Volunteer time	<ul style="list-style-type: none"> Establish an up-to-date record of physical access issues.
1.2	Consultation with disability sporting groups and other relevant organisations (e.g. Office Recreation & Sport) to identify physical access issues	Secretary		Volunteer time	<ul style="list-style-type: none"> Better understanding of accessibility issues
1.3	Establish a mapping process that identifies accessible venues 1.3.1 Indicate inclusive venues on Club contact lists	Membership Officer		Volunteer time	<ul style="list-style-type: none"> Effective monitoring of Association venues Easy identification of accessible venues Effective dealing with public enquiries
1.4	ARCHERY SA assist clubs when seeking funds to improve their venue accessibility	Club Secretary		Volunteer time	<ul style="list-style-type: none"> Increased awareness of funding opportunities Increased funds directed towards improving accessibility
1.5	Venue accessibility to be considered when offering events 1.5.1 Include on all relevant checklists and guidelines 1.5.2 All inspections of potential championship venues to include reference to venue accessibility	Tournament Director/ Organising Committees		Venue Hire Cost	<ul style="list-style-type: none"> Decrease barriers to participation for athletes with disabilities at events

STRATEGIES		RESPONSIBLE	COMPLETION	COST/RESOURCES	STRATEGY OUTCOME
1.6	Venue accessibility to be considered when establishing new ARCHERY Clubs 1.6.1 Include “accessibility” on all relevant checklists and guidelines	Secretary		Volunteer time	<ul style="list-style-type: none"> Increase in the number of accessible venues
1.7	Develop a guide for ARCHERY Clubs that highlights accessibility issues and offers suggestions on how to improve venue accessibility	Policy Committee		Volunteer time Printing cost	<ul style="list-style-type: none"> Easier access to venues for people with a disability

PRIORITY AREA 2: A WELCOMING POSITIVE ENVIRONMENT

OBJECTIVE: Encourage an environment in which athletes with a disability feel welcome and comfortable to participate

PERFORMANCE INDICATORS:

1. Percentage of members with disabilities who indicate they are satisfied with services provided
2. ARCHERY SA receives no customer complaints about Officers or Clubs relating to attitudes to people with disabilities
3. The number of Clubs that indicate they are confident in catering for athletes with disabilities
4. The number of annual Club venue surveys returned to ARCHERY SA

ACTION PLAN:

STRATEGIES		RESPONSIBLE	COMPLETION	COST/RESOURCES	STRATEGY OUTCOME
2.1	Include information about disability issues/ policies/ guidelines/ recommendations in: <ul style="list-style-type: none"> 2.1.1 <i>The Bow Press</i> 2.1.2 Club handbooks 2.1.3 Annual Report 2.1.4 ARCHERY SA Website 2.1.5 Social media 	Secretary/ Web Administrator		Staff time	<ul style="list-style-type: none"> • A better informed membership. • Increased awareness of disability issues.
2.2	Include images of athletes with disabilities in marketing medium: <ul style="list-style-type: none"> 2.2.1 Brochures 2.2.3 <i>The Bow Press</i> 2.2.3 Posters 2.2.4 Website 	Secretary/ Publicity Officer		Marketing budget	<ul style="list-style-type: none"> • ARCHERY SA seen as actively promoting archers with disabilities
2.3	Invite members of disability organisations to talk to members <ul style="list-style-type: none"> 2.3.1 Coaches meetings 2.3.2 Coach & Club education visits 	Coaching Administrator/ Club Coaches		Staff time, Presenters' time/Fee	<ul style="list-style-type: none"> • A better informed and educated membership

STRATEGIES		RESPONSIBLE	COMPLETION	COST/RESOURCES	STRATEGY OUTCOME
2.4	Encourage ARCHERY SA Clubs to include references to archers with disabilities in their literature e.g. International symbol of wheelchair access	Secretary/ Club Secretary		Signage	<ul style="list-style-type: none"> Promotion of accessible facilities
2.5	Develop and distribute a customer satisfaction survey to the parents of members who have a disability, to be distributed by the clubs	Secretary/ Club Secretary/ Club Committee		Printing and distribution costs	<ul style="list-style-type: none"> Formal feedback process
2.6	Develop for Clubs a suggested welcome, orientation and induction procedure for athletes with disabilities and their families	Secretary/ Club Committee		Staff time	<ul style="list-style-type: none"> A better coordinated approach to creating positive first impressions
2.7	Encourage ARCHERY SA and Clubs to adopt an annual award to an athlete in the Club who has overcome "barriers to participate"	Secretary/ Club Secretary		Advertising Fee	<ul style="list-style-type: none"> Recognition and promotion of athletes that overcome difficulties to compete

PRIORITY AREA 3: SPORT EDUCATION

OBJECTIVE: Ensure quality service delivery to athletes with a disability

PERFORMANCE INDICATORS:

1. Post training evaluation reflect that Staff and Club Coaches, Administrators and Officials understand their responsibilities under the Disability Discrimination Act and are confident in their ability to serve customers with disabilities
2. Staff performance appraisals demonstrate that all staff competently serve people with disabilities
3. An increase in the number of club coaches that demonstrate they are available to athletes with disabilities
4. An increase in the number of personnel who have received training in catering for athletes with disabilities
5. An increase in the percentage of clubs that indicate they believe they can competently serve athletes with disabilities

ACTION PLAN:

STRATEGIES		RESPONSIBLE	COMPLETION	COST/RESOURCES	OUTCOME
3.1	Develop a disability awareness training program at the management and coaching level	Coaching Administrator		Presenter fee \$600	<ul style="list-style-type: none"> • Improved and more informed decision making skills regarding disability issues
3.2	Develop a disability awareness training program for ARCHERY SA Officers.	Secretary/ Officers		Presenter fee \$600	<ul style="list-style-type: none"> • Better service delivery for people with a disability
3.3	Develop a disability awareness training program for Club Committees	Secretary/ Club Secretary		Staff time Presenter fee \$600	<ul style="list-style-type: none"> • Better and more confident service delivery for people with a disability
3.4	Include suggestions to coaches for working with people with disabilities in ARCHERY SA Coaching courses.	Coaching Administrator		Staff time	<ul style="list-style-type: none"> • Improve coaches' knowledge and confidence in coping with athletes with disabilities

PRIORITY AREA 4: CULTURE OF INCLUSIVENESS

OBJECTIVE: Establish a culture of inclusiveness by communicating information about ARCHERY SA's services to people with a disability

PERFORMANCE INDICATOR:

1. The number of registrations by athletes with a disability increases each year

ACTION PLAN:

STRATEGIES		RESPONSIBLE	COMPLETION	COST/RESOURCES	OUTCOME
4.1	Conduct Come and Try session for athletes with disabilities at 2 selected ARCHERY Clubs.	Coaching Administrator/ Club Coaches		Advertising Staff time Coaching Costs	<ul style="list-style-type: none"> Provision of opportunities for athletes with a disability to try ARCHERY.
4.2	Identify a range of strategies available to advertise ARCHERY SA services to people with a disability.	Coaching Administrator/ Club Committee		Staff time Disability groups	<ul style="list-style-type: none"> A more structured approach to advertising to people with disabilities.
4.3	Develop links with specific disability organisations e.g. Down Society; Autism SA, Disability Recreation and Sports SA	State Administrator		Staff time	<ul style="list-style-type: none"> Larger network of experience, expertise and resources on which to draw
4.4	ARCHERY SA to include reference on the website of coaches who coach athletes with disabilities	Web Administrator		Nil	<ul style="list-style-type: none"> Improve ARCHERY SA's ability to refer athletes with disabilities to a coach.
4.5	Ensure that ARCHERY is listed as an option with organisations that organise sport or recreation for children with a disability	Coaching Administrator		Staff time	<ul style="list-style-type: none"> Better dissemination of information about the availability of ARCHERY for all children.
4.6	Provide information from Sport SA to members with disabilities	Coaching Administrator		Nil	<ul style="list-style-type: none"> Create pathways for athletes with disabilities

PRIORITY AREA 5: ATHLETE SUPPORT

OBJECTIVE: ARCHERY Clubs can provide modified programs to allow athletes with disabilities to participate.

PERFORMANCE INDICATORS:

1. An increasing percentage of ARCHERY Clubs capable of offering modified/inclusive programs.
2. An increase in the number of clubs that can offer modified programs; and an increase in the number of disabilities that can be catered for.

ACTION PLAN:

STRATEGIES		RESPONSIBLE	COMPLETION	COST/RESOURCES	OUTCOME
5.1	Establish equipment and activity requirements for target groups	Coaching Administrator/ Club Committee		Staff time	<ul style="list-style-type: none"> • Knowledge of athletes' requirement
5.2	Develop modified programs available to Clubs	Coaching Administrator		Staff time	<ul style="list-style-type: none"> • Clubs and coaches more confident to offer programs for people with disabilities
5.3	Training offered to Clubs regarding modified programs for specific disabilities	Coaching Administrator		Staff time Cost of developing resources Disability groups	<ul style="list-style-type: none"> • Centre personnel better able to cater for athletes with disabilities

PRIORITY AREA 6: DEVELOPMENT OF RESOURCES

OBJECTIVE: To improve the ability of ARCHERY Clubs to cater for athletes with a disability

PERFORMANCE INDICATORS:

1. Clubs indicate that support resources provided by ARCHERY SA have assisted them to include and improve their ability to cater for athletes with a disability
2. Clubs indicate that they feel confident to cater for athletes with a disability

ACTION PLAN:

STRATEGIES	RESPONSIBLE	COMPLETION	COST/RESOURCES	OUTCOME
6.1 Develop a mentor system that pairs up Clubs that effectively cater for athletes with a disability and Clubs who require assistance in this area	Club 10 Officer		Staff time	<ul style="list-style-type: none">• Support system for Clubs

Appendix A

Definitions

A listing of terms, and their definitions used in the ARCHERY SA Disability Discrimination Action Plan follow.

Disability Discrimination Action Plan (Action Plan) - the Action Plan is a detailed statement of how a State Sporting Organisation (i.e. ARCHERY SA) intends to comply with the Disability Discrimination Act 1992

In general terms the Action Plan will seek to identify areas where discrimination may currently or (potentially exist), and map out a strategy for prevention. The plan is a proactive approach toward ensuring the Association offers good management and customer focus around promoting inclusion for people with disabilities in the sport

Disability - there are many definitions of disability. In this plan, ARCHERY SA has adopted the broad definition used in the Disability Discrimination Act (DDA) 1992. This definition aims to include all people with a disability regardless of the severity of disability or the extent of its effect

In the Act, a disability is defined as:

- (a) total or partial loss of the person's bodily or mental functions or
- (b) total or partial loss of a part of the body or
- (c) the presence in the body of organisms capable of causing disease or illness or
- (d) the presence in the body of organisms capable of causing disease or illness or
- (e) the malfunction, malformation or disfigurement of a part of the person's body or
- (f) a disorder or malfunction that results in the person learning differently from a person without the disorder or malfunction or
- (g) a disorder, illness or disease that affects a person's thought processes, perception or reality, emotions or judgement or that results in disturbed behaviour

and includes a disability that:

- (a) presently exists or
- (b) previously existed but no longer exists or
- (c) may exist in the future or
- (d) is imputed to a person.

Objective – the outcome ARCHERY SA is trying to achieve; the goal or aim

Strategy – the actions ARCHERY SA will do to achieve the objective, sometimes broken down further into tasks or activities

Monitoring – checking that the tasks or strategies set have been completed, e.g. if training has been completed by a certain date

Evaluation – the process of determining whether the Action Plan is effective, using performance measures to gauge how ARCHERY SA is achieving the objectives. Evaluation is concerned with outcomes or results e.g. how does staff training improve service provision? The evaluation process helps determine the success of the Action Plan

Review – the process of looking again at the overall direction and priorities of the Action Plan and evaluate whether the most effective objectives, aims and strategies have been set. A review involves assessment and revision of the overall plan

Appendix B

POLICY STATEMENT

The following policy statements are identified as key areas that promote the further involvement of people with disabilities in Archery.

Obligations to the Act

ARCHERY SA recognises that people with a disability have the same rights to equality as the rest of the community.

People with a disability become involved in sport for exactly the same reasons as their able-bodied peers, including:

- Fun, fitness & enjoyment
- They love to have a go
- Social contact & interaction
- Overcoming barriers
- Building upon self-esteem
- Increasing skills & knowledge

The benefits to ARCHERY SA of involving people with a disability in Archery are:

- Increase in participation numbers (members)
- Reflective of ARCHERY SA's commitment to the message 'Archery For All'
- Increased opportunities for funding
- Supports the national direction
- Increased protection against discrimination complaints
- Better trained coaches, officials & volunteers
- Welcoming & positive environments for participants

The Disability Discrimination Act 1992 (Section 28 - Sport) states that

"It is unlawful for a person to discriminate against another person on the ground of the other person's disability or a disability of any of the other person's associates by excluding that other person from a sporting activity."

As a means of supporting the 'Act', ARCHERY SA will aim to provide an inclusive environment in which barriers to involvement are removed and all people with a disability feel welcome and comfortable to participate.

ARCHERY SA will also seek to provide the necessary ongoing leadership and direction to achieve this objective.

Affiliated ARCHERY Clubs

ARCHERY SA believes that it is the responsibility of all of its affiliated Clubs to make a reasonable effort to accommodate people with a disability.

ARCHERY SA will seek to provide relevant advice, support, resources and training to assist in this process.

ARCHERY SA recognises that such efforts need not place undue or unjustifiable hardship on, or threaten the operational viability of the Association or its affiliated Clubs.

Conclusion

Through the implementation of strategies set out in the Action Plan, ARCHERY SA seeks to:

- Provide opportunities for people with disabilities to participate in Archery at a grass roots level
- Promote a welcoming and positive club environment to athletes with disabilities that are comparable to those available to all other members
- Encourage inclusive practices across Archery.

Required Timelines

<i>The 2015-2018 Draft Action Plan & Policy Statement adopted by ARCHERY SA</i>	11 December, 2014
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<i>Action Plan workshop involving representatives from affiliated clubs & industry professionals</i>	Early, 2015
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<i>Circulation of Action Plan for further comment/input</i>	By June, 2015
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<i>Discussion of the Action Plan & on-the-ground implementation</i>	By August, 2015
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<i>Formal endorsement of final plan</i>	AGM - October, 2015
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<i>When finalised, annual reviews</i>	October, 2016, 2017, 2018
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