



LISTEN INCLUDE RESPECT

International Guidelines
for Inclusive Participation

7th February 2024 / 14th February 2024



Accessibility reminders



Joe Robbie

Joe

- I have a fierce love of performing and the creative arts
- Student representative at college (inclusive education)
- Experience of work meetings through other leadership roles
- It is important to represent different communities – Women’s empowerment and nature and wildlife are my inspirations
- Joined Our Voice, DSA in 2020.
- I love having an open mind and I am excited to use this to make a positive difference in my role as an Inclusion Advisor. I started in July 2023.



Ailis Hardy



- I live in Leeds
- I work for Inclusion International
- I love meeting new people who also are passionate and work on human rights like Joe!
- I have worked closely with people with learning disabilities my whole career.
- I have lead Inclusion International's work on Listen Include Respect



What we will talk about

Who we are

What is Listen Include Respect

The main barriers to inclusion

The principles of the guidelines

Down Syndrome Association x Listen Include Respect

Listen Include Respect Principle: Communication

Listen Include Respect Principle: Self-advocate leadership

Who are we?

- Inclusion International and Down Syndrome International are the international networks of people with learning disabilities and their families.
- The Down's Syndrome Association is the national charity supporting people who have Down Syndrome and their families.
- We all work on the human rights and inclusion of people with intellectual disabilities, including people with Down's Syndrome.

Joe



What is Listen Include Respect?

Joe

Listen Include Respect is a set of guidelines and tools about inclusive participation created by the networks of Inclusion International and Down Syndrome International.

They will help organisations of all types to include people who have learning disabilities.

Organisations like governments, leisure organisations, education organisations, charities.



**LISTEN
INCLUDE
RESPECT**

International Guidelines
for Inclusive Participation

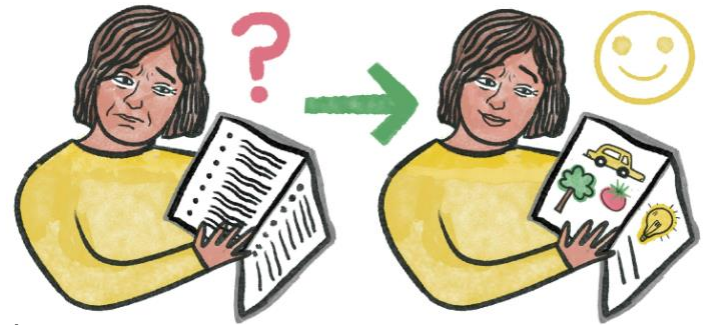
What is Listen Include Respect?

Joe

The guidelines help organisations of all types to be more inclusive of people with intellectual disabilities so that everyone:

- Gets information in a way that we understand
- Can share our ideas, experiences and knowledge alongside everyone else
- Are part of the process and can make decisions at every level
- Are treated as an equal part of the team

For example, as staff members, as part of boards and committees, in projects, and as users of services



What is Listen Include Respect?

Joe

The guidelines have been created by groups of people who have learning disabilities.

The guidelines include practical advice, and checklists on their Principles of Inclusion, for example:

- Providing opportunities for self-advocates to lead the way
- Promoting rights of people who have learning disabilities

Now I can pass to Ailis





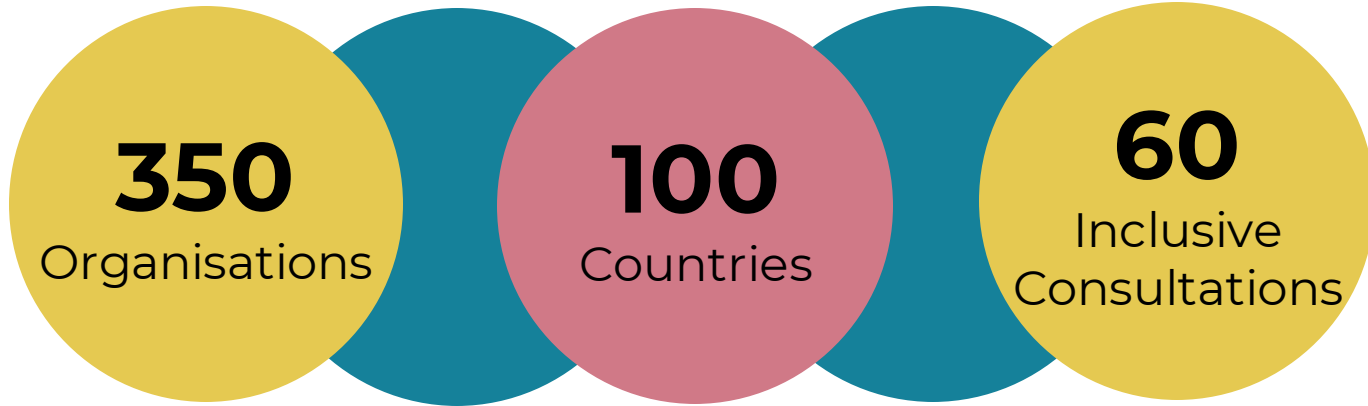
Why do we need guidelines?

- Organisations have a responsibility to be accessible and inclusive of everyone.
- Organisations need tools and support.
- Including people with intellectual disabilities is a long process of changing the way we think and changing the way we do things.

Creating the guidelines



Who contributed?



What we heard: barriers to inclusion

Lack of awareness and understanding

Inaccessible information and communication

Not providing reasonable accommodations

Poor support



What we heard: barriers to inclusion

Lack of time

Excluded from decision making

No budgets or resources to support inclusion





LISTEN INCLUDE RESPECT

International Guidelines
for Inclusive Participation



ListenIncludeRespect.com

The screenshot shows the homepage of Listen Include Respect. At the top left is the logo with the text "LISTEN INCLUDE RESPECT" and "International Guidelines for Inclusive Participation". To the right are logos for "Inclusion Australia" and "SI". Below the logos is a language dropdown menu set to "English" and a search bar. A navigation bar contains four buttons: "Homepage" (highlighted in yellow), "About Listen Include Respect", "How-To Guides", and "Get more help". The main content area features the heading "Listen Include Respect are guidelines." followed by an illustration of three people looking at a presentation board. Below this are three paragraphs of text explaining the purpose and importance of the guidelines.

LISTEN INCLUDE RESPECT
International Guidelines for Inclusive Participation

Inclusion Australia
SI
Social Inclusion

English

Search...

Homepage About Listen Include Respect How-To Guides Get more help

Listen Include Respect are guidelines.

Guidelines are tools that explain the steps that you need to take to do something.

These guidelines explain how organisations should include people with intellectual disabilities in different parts of their work.

The Listen Include Respect guidelines are important because right now, people with intellectual disabilities are not included in the work of organisations.

[Homepage](#)[About Listen Include Respect](#)[How-To Guides](#)[Get more help](#)[How-To Guides](#)

The How-to Guides

Here you will find guidelines (how-to guides) explaining the different things that an organisation should do to make parts of your work more inclusive.

Each section has a list that tells organisations the steps to take to include people with intellectual disabilities.

Click the sections below to find out how:

Inclusive organisations

[Click here](#)

Meetings

[Click here](#)

Consultations

[Click here](#)

meeting

- Follow up actions are not always clear

Types of meetings:



How to run
meetings

Get started



Online Meetings

Get started



Conferences

Get started



Training

Get started



Focus groups

Get started



Data and internet access can be expensive. This is a barrier for some people with intellectual disabilities.

While you are planning your meeting think about people who may not have access to data or technology.

For example:

- Offer to pay for costs such as internet connection costs (data) or travel costs so people can go to an office where there are computers
- Check that everyone who is invited has access to technology or can get support to access technology
- Share easy to follow guides in advance about how to use the online meeting platform
- Offer a pre-meeting or a practice session to support people to understand how to use online meeting platforms



2

Think about which online meeting platform to use.

It is a good idea if possible to use a platform which people have used before.

For example, if people are used to using Zoom they will feel comfortable during the meeting.

3

Online meetings can make language interpretation easier, as interpreters can join

Principles



Believing in inclusion



Reasonable accommodations



Self-advocate leadership



Valuing the process of working together



Understanding and awareness



Using the CRPD as our guide



Accessible communication



Understanding inclusion is a journey

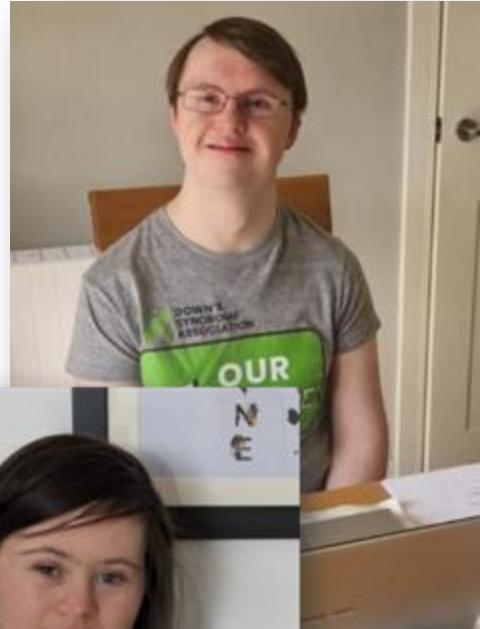
Listen Include Respect x DSA

Joe

Catherine and I are working with Down Syndrome International as Down's Syndrome Association employees to become experts on Listen Include Respect in the UK.

We will tell people who make decisions how to do better, including people with learning disabilities, when they are creating laws or systems that affect us.

For example, we are meeting with Civil Servants to tell them how to use Listen Include Respect so people with Down's Syndrome can feed into the Down Syndrome Act guidance.



Let's look at some principles of the guidelines...**Accessible Communication and Information**

Can you think of examples of how organisations **communicate**?



Different types of communication

Dance – a universal language

Singing

Books and magazines

Teamwork

Body language

Languages, including sign languages

Theatre and performing arts

Mobile phones - text messages, social media, phone calls

Laptops – emails, Teams and Zoom, websites

Telegrams

Letters and postcards

Marketing – leaflets, posters, merchandise like T-shirts



How can organisations make communication more accessible to people who have learning disabilities?

Joe

Always **include** people who have learning disabilities or self advocates when you **make your information**

Produce information in **different ways**. For example emails and leaflets.

Have **patience** and **provide time** when talking or supporting

- **Easy Reads:**

- **Pictures** need to be included next to the text
- No difficult words. Please use **plain language**
- Make sure you have a **big** and **bold** font
- **Space out** the information on each page



Why is accessible communication and information important to me?

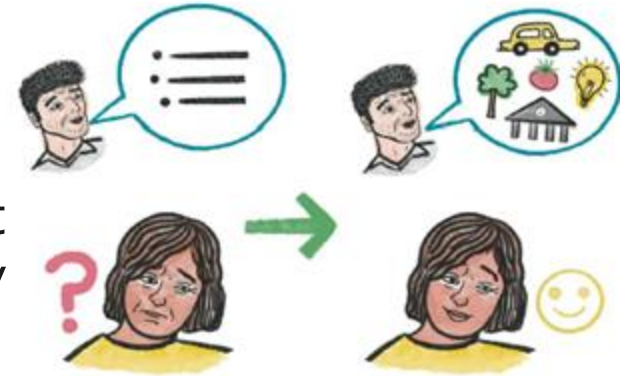
Joe Robbie

Time –

It is important to give me time to absorb the information being given to me. It takes me a bit longer to process and so I need this time for my mind.

Opportunities –

Having accessible information gives me the opportunity to learn about a particular topic. I enjoy having these opportunities because I understand that as a person who has Down's syndrome that is not always an option for us.



Let's look at another principle of the guidelines... **Self-advocate leadership**

DSA

- Our Voice is a group of people who have Down Syndrome. We are involved in all the DSA's work. For example, we review all the Easy Read - we are working with the Department of Health to create accessible information.
- Creating my job – Inclusion advisors. We will help groups put inclusive policy-making into practice, we have inclusive and accessible meetings, we have been trained by another self-advocate, and we are supported by our colleagues



Let's hear one of your examples...

How else could you do better to include self-advocate leadership?

Joe

- Very few people with intellectual disabilities are employed or in leadership positions - organisations need to role model the inclusion we want to see.
- More accessible communication
- Projects and campaigns including people with disabilities from the very start
- Inclusive research



Let's hear your examples...

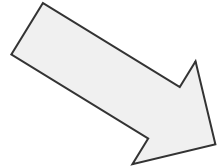
Supporting self-advocacy leadership

- Self-advocates should be supported to **know their rights** so they can **stand up for them!**
- Working in groups means members can provide **peer support** and improve **teamwork.**
- Plan and provide inclusive **opportunities for self-advocates** Give people the chance to share their opinion! For example the DSA's recent **Education Campaign.**

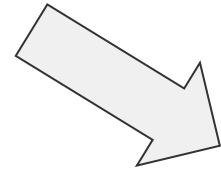


Supporting self-advocacy leadership

Including people who have learning disabilities in **leadership** improves an organisation.



Listen Include Respect
can help organisations
understand how to do
this



Avoid Tokenism
Do not use people who
have learning disabilities
just for their image in
your marketing!



Supporting self-advocacy leadership

Joe

You can use Listen Include Respect to help understand how to include self-advocates in your leadership...

“And to be able to do this you need to be able to meet the person’s needs.”

For example:

- Talk to each person and their supporters to find out their needs
- Step-by-step guidance
- Provide time so people can plan ahead – do not send meeting agendas on the morning of the meeting!
- Easy Reads



Work we are doing in the UK using Listen Include Respect - **Integrated Care Boards**

- Integrated Care Boards are part of the NHS and plan health services for their local people. For example, hospitals and GP surgeries
- We will train boards using Listen Include Respect on how to include people with intellectual disabilities in their work.
- For example, how to run inclusive meetings
- How to communicate in an accessible way
- How to have people with learning disabilities in leadership roles



Questions?



How we can help you use Listen Include Respect

Joe

- We have been trained to be experts on Listen Include Respect in the UK
- We have lived experience to help explain Listen, Include Respect.
- We can give you:
 - Training on different parts of the guidelines
 - Advice tailored to you and your organisation.
 - Support to make your policies more inclusive
- We can train other self-advocates to become experts on Listen Include Respect
- You can contact Down's Syndrome Association



Listen
Include
Respect
Consultancy
Services



We are a national organisation committed to improving the quality of life for people who have Down's syndrome.



Thanks!

www.listenincluderespect.com

<https://www.ds-int.org/>

<https://www.downs-syndrome.org.uk/>

<https://inclusion-international.org/>

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