

Creating an Inclusive Environment

An inclusive environment is not solely about creating a welcoming atmosphere for new members but also supports your current members.

There are a number of ways that a club can create a safe, welcoming and inclusive environment.



Welcome Meeting - It is good practice to hold a welcome meeting at the start of the year, and at other suitable points in the calendar. This can be part of your committee meeting or an evening on its own.

This is an opportunity for everyone to meet committee members and other key individuals, in a relaxed environment.

Club Welcome Pack - Provision of a club welcome pack makes it easier for new members to know the small details such as, volunteer co-ordinator, emergency contacts and dates of events. Providing members with a mix of reading materials and face-to-face meetings allows individuals to absorb information in the way that works best for them.

Policies and Procedures - Having clear and visible policies and procedures in place ensures everyone understands expected behaviours. This means individuals are less likely to behave poorly but, if they do, the policies and codes of conduct can

support you to have difficult conversations and address any issues.

Access Requirements and Support Needs

- Some of the members at your club may have additional support needs. This could be a disability or the way someone works. There should be a clear dedicated individual that anyone can go to ensure their needs can be considered and the environment is as inclusive as possible. Remember to maintain confidentiality, and only share private information with those that need to know.



Cultural and Religious Considerations -

Embracing the diversity of our membership is an excellent way to create an inclusive culture. This can be achieved through small and simple actions, such as catering for different dietary needs and incorporating all religious holidays and celebrations into your club newsletter.

Communication - Joining a club for the first time, can be daunting. Consider what methods you will use to communicate. This could be by email, WhatsApp, newsletters, club noticeboard or website, social media platforms or dedicated team

management systems. Try to use clear and accessible language as much as possible.



Responding to Concerns - Clubs that are welcoming and inclusive respond to concerns and issues swiftly and proactively. There should be a clear

For further information on creating an inclusive environment, reach out to our inclusion hub
sustainability@motorsportuk.org

process for raising concerns and you should communicate with clubs if you are unaware of this. This helps to address minor concerns before they escalate and sends a clear message to the whole membership that you are committed to creating a safe and welcoming environment. Ensure everyone knows who the point of contact is and how they can be reached.

Key members involved such as the club safeguarding officer, chair etc all have a role to identify to members. It is important to ensure that members of the committee are training or have been explained on how to deal with anyone concerns, so processes are adhered to.