Participation and Integration Policy

(Simple English)

1. Purpose

This policy explains how Soaring Sparrows helps participants:

- Join their community and take part in activities

- Make friends and social connections

- Learn skills and become more independent

- Follow their goals, preferences, and cultural identity

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2. Who This Policy Applies To

- All **participants** of Soaring Sparrows

- All **staff, contractors, and volunteers** who support participants

- **Families, carers, and advocates** involved with participants

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3. Key Terms

- **Participant:** Someone receiving support or services from Soaring Sparrows

- **Community Participation:** Taking part in social, cultural, recreational, work, or community activities

- **Inclusion:** Making sure participants feel welcome and can join activities

- **Independence:** Being able to make choices and do things for yourself with help if needed

- **Dignity of Risk:** Allowing participants to take safe risks to learn and grow

- **Person-Centred Approach:** Planning support based on what the participant wants and their strengths

- **Staff / Contractors / Volunteers:** People who work for or with Soaring Sparrows to provide support

- **Family / Carer / Advocate:** People who help or speak up for participants

- **Reasonable Adjustments:** Changes or support to remove barriers and help participants join activities

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4. Policy Statement

Soaring Sparrows will:

- Help participants join **social, cultural, work, and recreational activities**

- Support participants to **learn skills, gain confidence, and be independent**

- Include participants in **decisions about their support**

- Respect participants' **goals, culture, and choices**

- Remove **barriers** that stop participants from joining their community

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5. Responsibilities

Director / Management:

- Make sure services **support choice, participation, and community connections**

- Train staff on **person-centred support and community inclusion**

- Build **partnerships with community organisations**

Staff / Contractors:

- Encourage participants to take part in activities they enjoy

- Help participants **build independence, social skills, and confidence**

- Respect **culture, language, and personal choices**

- Monitor and manage **risks**, while allowing safe independence

Participants:

- Share their **goals and interests** with their coordinator

- Take part in activities in a **safe and comfortable way**

- Tell staff about **barriers or preferences**

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6. Procedures

Assessment and Planning:

- Set participation goals with participants

- Plan support based on **strengths, interests, and culture**

Supporting Community Access:

- Help participants use **community services**, like sports, volunteering, or cultural events

- Make **reasonable adjustments** so everyone can join

Skill Development:

- Give chances to **practice independence, social, and communication skills**

- Review progress and adjust support as needed

Risk Management:

- Assess **risks** with participants

- Respect **dignity of risk** while keeping participants safe

Feedback and Review:

- Ask participants for **feedback**

- Adjust supports and activities based on **feedback and changing goals**

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7. Review

This policy will be reviewed every **two years**, or sooner if:

- Laws or rules change

- Feedback shows improvements are needed

- Audits, reviews, or incidents show a gap