



ORGANISATIONAL POLICY

Inclusion, equality and non-discrimination policy

Fair access, practical accommodation and meaningful participation

Version	2.0
Revision	29 August 2026
Effective date	1 October 2026
Next ordinary review	1 October 2028

PRACTICAL PARTICIPATION

Io Per l'Altro - APS treats inclusion as an organisational practice: identify barriers, listen to the person and find proportionate solutions that make participation real, safe and dignified.

GUIDING PRINCIPLE

Treating people fairly does not mean offering everyone the same thing; it means removing barriers and providing needed support without reducing dignity, autonomy or educational quality.

1. Purpose and scope

This policy applies to governance, selection, project design, partnerships, communications, venues, travel, mobility, residential and digital activities. It protects participants, applicants, members, volunteers, staff, contractors and other people involved.

2. Commitments

- equal dignity and no direct or indirect discrimination, harassment or retaliation
- access based on relevant, understandable and consistently applied criteria
- active attention to people with fewer opportunities
- reasonable accommodation and practical solutions developed with the person
- confidentiality and minimum collection of information about needs
- no ideological adherence is required: respectful and cooperative behaviour is what matters

3. Protected characteristics and barriers

The Association does not discriminate, including on grounds of sex, gender, gender identity or expression, sexual orientation, age, disability, physical or mental health, origin, colour, ethnic or social characteristics, nationality, language, religion or belief, opinion, economic condition, education, territory, family responsibility or other personal status.

- geographical and territorial barriers
- poverty and financial difficulty
- NEET status or education-to-work transitions
- social isolation or limited support networks
- disability and physical, sensory, cognitive or digital barriers
- psychological vulnerability and psychosocial wellbeing needs
- linguistic, cultural, religious or administrative barriers

4. Responsibilities

Role	Responsibility
Board of Directors	Approves standards, resources and reviews.
Inclusion Officer - Giulia Bardelli	Coordinates accommodations, accessibility and complex cases.
Youth Needs & Facilitation Lead - Francesca Salmeri	Leads needs conversations and supports educational adaptation.
Project lead	Applies selection criteria, plans budget and limits access to data.
Trainers, group leaders and partners	Remove practical barriers and protect the group climate.

5. Communication, outreach and selection

Motivation to participate is the primary criterion. Alignment with objectives and target group, availability, group balance and safe participation may also be considered. A support need is not in itself a reason for exclusion.

- calls and invitations realistically describe activities, costs, accessibility, commitment and support
- direct selection is documented with essential criteria and rationale
- diagnoses or unnecessary health details are not requested
- where a barrier cannot be removed, alternatives, accompaniment, adaptations or another opportunity are explored
- any exclusion based on objective requirements or risk is reasoned and open to review

6. Needs conversation and confidentiality

Before an activity, a confidential conversation is offered to understand practical needs, preferences, risks and strategies already useful to the person. Sensitive information is accessible only to the project lead, legal representative and those who must arrange specific support.

THE RIGHT QUESTION

Not: 'What is your diagnosis?'. Prefer: 'What helps you participate well, and what should we avoid or arrange?'.

7. Accommodations and support

- adaptation of timing, pace, instructions, tools and participation methods
- individual support, accompanying person or named contact where necessary
- readable materials, multimodal explanations and alternatives to public exposure or physical contact
- solutions for advance costs, transport, documents and essential equipment where the project allows
- dietary, religious, linguistic and accessibility needs translated into practical solutions
- shared plans for medication, allergies, crises or other needs without turning the team into clinical staff

8. Venues, transport, accommodation and digital access

- accessibility checked in practice before confirming a venue
- information on stairs, toilets, distances, noise, lighting, quiet spaces and transport
- rooms and accompaniment agreed with the person and consistent with safety
- digital tools made accessible where possible, with alternatives for those unable to use WhatsApp or a platform
- no person left alone to solve a foreseeable barrier

9. Methods and group climate

- clear instructions, opportunities to ask questions and adequate processing time
- voluntary participation in personal or body-based components
- equivalent alternatives without humiliation or penalty
- attention to speaking turns, translation, stereotypes and exclusion dynamics
- regular feedback and opportunities to speak privately
- timely intervention on discriminatory jokes, language or conduct

10. Mental health and vulnerability

The Association welcomes people experiencing psychological vulnerability where it can provide an appropriate setting. The conversation defines support and limits; it does not diagnose. Where risks require clinical assistance or supervision that is not available, a safe alternative is developed with the person and professionals or services are involved only where necessary and permitted.

- no therapeutic promise
- no disclosure to the group without the person's choice
- a practical plan for crisis signs, contacts and helpful actions
- modification or interruption of the activity where wellbeing requires

11. Reports, denied accommodations and review

A person may request an accommodation, report discrimination or challenge a decision under the Complaints, Reporting and Incident Management Policy. Requests are handled without retaliation. Mediation or facilitation is used only where safe, appropriate and freely accepted.

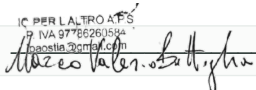
12. Partners, monitoring and improvement

- partners share common project standards and identify a local contact
- access, withdrawal, barriers and accommodations are monitored using minimised or aggregated data
- people with fewer opportunities contribute to evaluating solutions
- the policy is reviewed at least every two years and after material cases or legal changes

13. References

- Constitution of the Italian Republic, Article 3
- Charter of Fundamental Rights of the European Union, Articles 20, 21, 22, 23, 24 and 26
- UN Convention on the Rights of Persons with Disabilities, including equality, accessibility and reasonable accommodation
- Erasmus+ Programme Guide 2026, Inclusion and Diversity priority
- Erasmus Quality Standards for mobility projects

Approval

Competent body	Board of Directors
Resolution date	30 Agosto 2026
Effective date	1 October 2026
Signature	 IO PER L'ALTRO APS P. IVA 97766261054 Via A. Scaparro 7, 00122 Roma