

GYMABILITY INCLUSIVE ACTION PLAN

2009 - 2013



Department of
Sport and Recreation



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CheerAbility group, 2008 State Championships

2. INTRODUCTION

This is the *GymAbility* Inclusive Action Plan for Gymnastics Western Australia (GWA) covering the period 2009 – 2013. This Action Plan has evolved as a result of research that has been undertaken by GWA in the area participation of people with a disability.¹ Consultation has taken place with affiliated clubs and associations, schools and key stakeholders, including the GWA Board and Gymnastics for All (GFA) Sports Management Committee (SMC)². This consultation has identified current areas of best practice and has also highlighted areas for growth and development, which have been reflected in this plan.

This Action Plan details the process that GWA will follow over the next four years, in partnership with Gymnastics Australia (GA) and other organisations, to ensure that systems and structures within gymnastics are inclusive, robust and sustainable. The plan will identify issues that have been identified for development, which will be integrated into the work programmes of key staff. The *GymAbility* Inclusive Action Plan is a working document and will evolve throughout its duration to maintain momentum, taking into account any new evidence or outcomes from projects and research.

Whilst *GymAbility* is an umbrella title for all initiatives within Gymnastics that seek to include people with disabilities in any capacity within gymnastics, this Action Plan aims to widen its focus to be an Inclusive Action Plan. Therefore it will place an emphasis on the following groups:

- People with Disabilities
- Indigenous people
- Culturally and Linguistic Diverse Groups (CaLD)

GWA has also identified additional projects to support those in a regional location, young people at risk of obesity and young offenders.

It is envisaged that this plan will link to further long term strategic plans within the GWA Services and Development and Gymsports departments. For further information about the plan please visit www.gymnasticswa.asn.au or contact 08 9228 9399.

3. BACKGROUND

GWA is committed to ensuring that Gymnastics is an inclusive sport and the GWA vision of '**gymnastics for everybody**' reflects this commitment. A number of outcomes relating to inclusivity have already been achieved to date within gymnastics, including:

- Expansion and integration of the GWA Services and Development section
- Tracking and monitoring of statistics of indigenous participants and people with a disability in 2007 and 2008³

¹ Schools, After Schools and Sports CONNECT Research Project, 2009

² GFA is a discipline of Gymnastics (Gymsport). It encompasses the *GymAbility* brand which is an umbrella title for all initiatives within Gymnastics that seek to include people with disabilities in any capacity within gymnastics, including as an athlete, coach, judge, volunteer or other.

³ Statistics included in the 2007 and 2008 GWA Annual Reports

- Relocation to the State Gymnastics Centre at Leederville, providing access and facilities for people with a disability
- Re-establishment of the GFA SMC with a specific identified remit⁴
- Completion of the Schools, After Schools and Sports CONNECT research project
- Creation of a GymAbility Pilot Program – one school currently engaged and mentor / mentee coaches identified
- Areas of best practice identified for potential promotional case studies
- GFA Education Courses planned for 25th October 2009 and the 2010 GWA Conference⁵
- GymChallenge pilot event planned for 8th November 2009
- CheerAbility included in Cheer competitions
- Partnerships created with Castlereagh Special Education Unit and Djooraminda Aboriginal Corporation

This Action Plan aims to further develop and enhance these achievements.

4. GOALS

The following goals have been identified within the Action Plan. These goals are directly related to the Key Reporting Areas that GWA has identified⁶ but will be focused upon the areas of Inclusion for the purpose of this plan.

1. Develop and implement key planning documents to achieve key outcomes for the continued development of the sport
2. Undertake risk management planning across the organisation
3. Identify what facilities are currently utilised for the delivery of activities
4. Implement education programs designed to identify, recruit, train and retain coaches and officials
5. Implement club education and development programs designed to assist club administrators
6. Develop and implement contemporary resources and programs aimed at providing a broad range of products to the membership
7. Develop and implement programs and competitions to encourage participation by as many diverse groups as possible
8. Develop a statewide approach to people development to ensure the ongoing human resource sustainability of the sport
9. Implement a volunteer management program designed to recruit, screen, train, recognise and retain volunteers
10. Facilitate statewide competition pathways for all participant groups
11. Develop partnerships with government and private sector stakeholders to foster better sporting, commercial and cultural links
12. Provide effective communication at all levels to stakeholders and embrace technology to enhance delivery
13. Establish effective marketing systems to increase the sustainability of the sport
14. Develop long term research goals for gymnastics

⁴ As per GWA Technical Regulations - GFA

⁵ 16th – 18th January 2010

⁶ Annual Key Reports Schedule, 2009/10

5. ACKNOWLEDGEMENTS

GWA would like to thank everyone who has contributed to the development of the *GymAbility* Inclusive Action Plan through the research and consultation process. We would also like to thank the members of the Gymnastics for All Sports Management Committee who have contributed significantly to the action plan and are continuing to give their time and energy to oversee its implementation.

6. GLOSSARY OF ABBREVIATIONS

GWA	Gymnastics Western Australia
GFA	Gymnastics for All
SMC	Sports Management Committee
GA	Gymnastics Australia
CaLD	Culturally and Linguistic Diverse Groups
PO	GWA Project Officer
SDM	GWA Services and Development Manager
ED	GWA Executive Director
DSR	Department for Sport and Recreation
WASF	WA Sports Federation
ASC	Australian Sports Commission
CPDO	Club and Project Development Officer
DDA	Disability Discrimination Act 1992
EO	GWA Education Officer
MIG	Managing Inclusion in Gymnastics
SEU	Special Education Unit

7. ACTION PLAN

7.1 Policy / Governance

Goal: Develop and implement key planning documents to achieve key outcomes for the continued development of the sport
Undertake risk management planning across the organisation

Objective	Action	Responsibility	Resources	Target / P.I	Timescale	Monitoring	
1	Develop <i>GymAbility</i> Inclusive Action Plan	Action Plan developed	PO	Officer time	Plan developed	Sep 2009	
		Action Plan approved by GFA SMC and GWA Board	PO, SDM & ED		Plan approved	Sep 2009	
		Apply to DSR for Inclusivity Grant to deliver Action Plan	PO		Funding obtained	Sep 2009	
2	Appoint a Club and Project Development Officer ⁷	Develop Job Description and submit to GWA Board for approval	PO, SDM & ED	Officer time	Job description approved by Board	Sep 2009	
		Appoint CPDO ⁸	SDM & ED	Salary	CPDO appointed	Oct 2009	
3.	Develop additional Inclusive Policies and Procedures	Develop GWA Inclusivity Charter	PO	Officer time	Charter developed	Sep 2009	Completed
		Submit charter to DSR and ASC	PO & DSR		Charter submitted	Sep 2009	Charter submitted
		Promote charter on GWA website	PO & SDM		Charter promoted	Oct 2009	
		Develop GWA Inclusivity Policy	CPDO		Policy developed	Nov 2009	
		Promote policy to partners and on GWA website			Policy promoted	Dec 2009	
4.	Ensure that all groups are represented throughout the organisation and decision making structure	Continue to attend GFA SMC meetings	CPDO & SDM	Officer time	All GFA meetings attended – 6 per yr	Oct 2009 & ongoing	
		Continue to review remit and technical regulations of GFA SMC	GFA SMC		Remit and technical regulations reviewed	Ongoing	
		Identify individuals with expertise from internal and external stakeholders to become members of GFA SMC	ED, CPDO, SDM & GFA SMC		Additional reps invited where applicable	Ongoing	
		Develop working groups where relevant	CPDO		Groups established	Ongoing	

⁷ Appointment dependent upon success of funding application

⁸ Additional 20hrs to Club 10 Officer role

5	Encourage all clubs to undertake risk management planning and provide a 'quality environment' for all	Continue to promote Club 10 to all clubs	CPDO / Club 10 Officer & SDM	Officer time	Club 10 promoted	Ongoing	
		Continue to support clubs through the accreditation process			3 clubs supported per year		
		Continue to promote 'Safe Clubs 4 Kids' training through GWA Conference and Club 10 Forums	SDM, CPDO & DSR	Officer time, DSR / WASF support, Healthways funding	2 courses run per year	Sep 2009 & ongoing	14 attendees at Facilitators training in Sep 09

7.2 Access

Goal: Identify what facilities are currently utilised for the delivery of activities

Objective	Action	Responsibility	Resources	Target / P.I	Timescale	Monitoring
1. Provide guidance to clubs with regards to the DDA	Identify DDA requirements and develop information sheet	CPDO	Officer time	Requirements identified & information developed	Sep 2010	
	Promote to all clubs through website and <i>GymAbility</i> handbook (item 7.4.1)	CPDO & SDM		Information sheet promoted to all clubs	Oct 2010 & ongoing	
2. Identify potential barriers to access	Identify and purchase equipment required to support participants with a disability	GFA SMC & SDM	Equipment costs	Equipment purchased	Ongoing	
	Continue to liaise with Town of Vincent (TOV) to ensure additional facility and equipment requirements are met	ED & CPDO	Officer time	Requirements identified and reported	Ongoing	
	Conduct facilities and equipment audit ⁹ identifying access issues	CPDO		Audit completed	Sep 2012	
	Produce audit report and recommendations	CPDO		Report produced	Dec 2012	
	Develop Facility and Equipment Strategy and submit to GWA Board for approval	CPDO & ED		Strategy developed and approved	May 2013	
	Identify potential funding pots if required	CPDO		Funding obtained where required	Sep 2013	

⁹ Using DSR Facilities Audit Toolkit

3.	Provide access for people with disabilities at national events	Ensure that all GWA run events provide disability access for spectators	Gymsports ¹⁰	Officer time	All events accessible	Ongoing	
		Conduct audit of event facilities (as per item 7.2.2)	CPDO & Gymsports	Officer time	All event facilities audited	Sep 2012	
		Liaise with TOV with regards to seating requirements for wheelchairs at the State Gymnastics Centre (as per 7.2.2)	ED	Officer time	Seating area developed	Dec 2009	
4.	Identify any other potential barriers to participation (item 7.10)	Conduct further research into barriers to gymnastics and produce report	CPDO	Officer time	Research conducted Report produced	Dec 2011	
		Develop specific project pilots to address these barriers. Ensure all additional projects are self-funding and sustainable		Healthways funding, Project costs	2 pilot projects developed	Jan 2012	
5.	Develop and implement a 'GymAbility Access' small grants scheme for clubs to improve their provision	Develop a proposal for a 'GymAbility Access' small grants scheme for clubs	CPDO, SDM & GFA SMC	Officer time	Proposal developed	Jun 2010	
		Develop grant application forms, process and supporting information			Forms developed	Jun 2010	
		Promote grant to clubs / associations			Grant promoted	Sep 2010	
		Develop a grants panel and distribute grants	CPDO	Grants	5 grants awarded per year	Sep 2010 & ongoing	
		Obtain case studies from grant recipients		Officer time	5 case studies obtained per year	Sep 2011 & ongoing	

¹⁰ GWA Gymsports section

7.3 Education and Training

Goal: Implement education programs designed to identify, recruit, train and retain coaches and officials
 Implement club education and development programs designed to assist club administrators

Objective	Action	Responsibility	Resources	Target / P.I	Timescale	Monitoring
1. Increase coach awareness of how to include athletes with a disability	Link with external agencies to develop disability awareness workshops based on: <ul style="list-style-type: none"> Sensory impairment Intellectual disability Physical disability 	EO & CPDO	Officer time	Workshops developed	Mar 2010	
	Identify clubs to share best practice as part of workshop	CPDO & SDM		Clubs identified	Mar 2010	
	Produce supporting resources	EO, CPDO, External agencies & clubs	Workshop costs	Resources developed	Mar 2010	
	Deliver workshops throughout the year			3 workshops run ¹¹	Sep 2010 & ongoing	
	Promote MIG course through the GWA Conference	EO	GA funding & Conference costs	1 course run	Jan 2010	
	Additional workshops delivered as and when required	EO & CPDO	Workshops self-funding	Workshops run as required	Jan 2011 & ongoing	
2. Increase club awareness of how to include athletes with a disability	Develop DDA guidance awareness workshop for club administrators (linked to item 7.2.1)	EO & CPDO	Officer time	Workshop created	Sep 2011	
	Develop supporting resources		Workshop costs	Handouts produced	Nov 2011	
	Deliver workshop			1 workshop delivered	Sep 2012	
	Additional workshops delivered as and when required		Workshops self-funding	Workshops run as required	Jan 2013 & ongoing	

¹¹ 2 workshops run in 2010 and 1 in 2011

3.	Increase coach and club awareness of inclusivity issues	Liaise with relevant external agencies to deliver awareness workshops	EO & CPDO	Officer time	Workshops developed	Jan 2011	
		Identify clubs to share best practice as part of workshop	CPDO & SDM		Clubs identified	Jan 2011	
		Produce supporting resources	EO, CPDO, External agencies & clubs	Workshop costs	Resources developed	Feb 2011	
		Deliver workshop			1 workshop run per yr	Sep 2011 & ongoing	
		Additional workshops delivered as and when required		Workshops self-funding	Workshops run as required	Jan 2013 & ongoing	
4.	Deliver Awareness workshops regionally	Roll out the delivery of the Awareness workshops regionally	EO & CPDO	Healthways funding	1 course delivered per yr	Dec 2010 & ongoing	
5.	Promote Inclusivity through Club 10 Forums	Ensure that inclusivity updates are given at the Club 10 forums	CPDO & SDM	Healthways funding	Inclusivity updates given at all Club 10 forums	Ongoing	

7.4 Resource Development

Goal: Develop and implement contemporary resources and programs aimed at providing a broad range of products to the membership

Objective	Action	Responsibility	Resources	Target / P.I	Timescale	Monitoring
1. Develop <i>GymAbility</i> support resources	Distribute <i>GymChallenge</i> and <i>GymMix</i> information to clubs through the affiliation process	CPDO	Printing costs	Distributed to all clubs	Mar 2010	
	Liaise with external agencies and GA to develop a <i>GymAbility</i> handbook for clubs and staff		Officer time	Handbook produced and incorporated into staff induction program	Sep 2010	
	Ensure that handbook is available to download from the website		Handbook available on website	Oct 2010		
	Distribute handbook to clubs through the affiliation process		Printing costs	Handbook distributed to all clubs	Jan 2011	

7.5 Participation

Goal: Develop and implement programs and competitions to encourage participation by as many diverse groups as possible

Objective	Action	Responsibility	Resources	Target / P.I	Timescale	Monitoring
1. Develop and implement a 'GymAbility Scholarship' for inclusive participation opportunities	Develop a proposal for a 'GymAbility Scholarship' for clubs and participants	CPDO, SDM & GFA SMC	Officer time	Proposal developed	Jun 2010	
	Develop scholarship application forms, process and supporting information			Forms developed	Jun 2010	
	Promote to clubs and participants			Grant promoted	Sep 2010	
	Develop a scholarship panel and distribute funding	CPDO	Healthways funding	3 grants awarded per year	Sep 2010 & ongoing	
	Obtain case studies from recipients		Officer time	3 case studies obtained per year	Sep 2011 & ongoing	
2. Expand GymAbility Pilot	Continue to develop relationship with Castlereagh SEU	SDM & CPDO	Officer time	Continued participation from Castlereagh SEU	Ongoing	
	Promote pilot to additional schools and organisations	CPDO		All local SEU's and relevant agencies contacted	Oct 2009	
	Engage additional schools and agencies with the project		Healthways funding, Coach costs	3 schools / disability agencies engaged per yr. 15 participants engaged per yr.	Sep 2010 & ongoing	
	Recruit additional mentee and mentor coaches		6 mentor / mentee coaches recruited per yr	Sep 2010 & ongoing		
	Conduct ongoing evaluation and develop case studies as required		Officer time	3 case studies obtained per yr	Sep 2010 & ongoing	
3. Develop additional participation projects	Investigate the potential to develop a Young Offenders participation project	CPDO, SDM & EM	Officer time	Proposal developed	Dec 2009	
	Identify pilot club to deliver project		Self funding	Project developed	Sep 2010	
	Produce case study and promote to partners	CPDO & Clubs	Officer time	Case study developed and promoted	Dec 2010	

7.6 Workforce

Goal: Develop a statewide approach to people development to ensure the ongoing human resource sustainability of the sport
 Implement a volunteer management program designed to recruit, screen, train, recognise and retain volunteers

Objective	Action	Responsibility	Resources	Target / P.I	Timescale	Monitoring	
1.	Continue to develop existing gymnastics workforce	EO	Refer to item 7.3	Refer to item 7.3	Ongoing		
2.	Encourage clubs to recruit volunteers from a non-traditional background	Develop a proposal for <i>GymAbility</i> workforce recruitment program	CPDO	Officer time	Proposal developed	Dec 2010	
		Identify a pilot club and partner external inclusive agency	CPDO & GFA SMC		1 club and 1 external agency identified	Dec 2010	
		Identify potential new coaches / volunteers from external agency	CPDO, Club & external agency		2 individuals identified	Mar 2011	
		Potential coaches / volunteers / judges to gain accreditation		Course costs	2 individuals gaining accreditation per yr	Dec 2011 & ongoing	
		Obtain promotional case study and distribute to all clubs	Officer time	Promotional case study obtained and promoted	Mar 2012 & ongoing		
3.	Recognise the contributions of coaches, officials and volunteers in the area of Inclusivity	Continue to support the volunteers on the GFA SMC (as per item 7.1.4)	CPDO & SDM	Officer time	GFA SMC supported	Ongoing	
		Recognise best practice through case studies and the GWA website and bulletin (as per item 7.9)	CPDO		Are per item 6.10	Ongoing	
		Recognise volunteers through 'thank a volunteer' day and other national initiatives			Volunteers thanked annually	Ongoing	

7.7 Events / Competitions

Goal: Facilitate statewide competition pathways for all participant groups

Objective	Action	Responsibility	Resources	Target / P.I	Timescale	Monitoring
1. Develop an inclusive GymChallenge event for clubs to adopt and implement	Develop a GymChallenge Manual	SDM & Debbs Van Hagen	Consultancy costs Printing costs	Manual produced	Dec 2009	
	Develop GymChallenge promotional material	SDM & CPDO	Flyers	Promotional material produced	Nov 2009	
	Identify a club to pilot the event		Event grant	Pilot club identified	Sep 2009	Completed – Spirit Gymsports
	Promote GymChallenge to all clubs and associations			8 events run per yr	Mar 2010 & ongoing	
2. Develop a competition framework for gymnasts with a disability	Audit existing competition framework	Gymsports	Officer time	Audit completed	May 2012	
	Develop inclusive framework which is integrated with existing competition provision			Framework completed and integrated	Dec 2012	
	Promote framework to gymnastics community			Framework promoted	Jan 2013	
3. Continue to support existing events	Continue to provide support and recognition to athletes attending the Special Olympics	CPDO, SDM, GFA SMC & Gymsports	Officer time	Achievements promoted	Ongoing	

7.8 Partnerships

Goal: Develop partnerships with government and private sector stakeholders to foster better sporting, commercial and cultural links

Objective	Action	Responsibility	Resources	Target / P.I	Timescale	Monitoring
1. Formalise relationships with state bodies representing target groups	Distribute research questionnaire to external disability agencies ¹²	PO	Officer time	Questionnaire distributed	Sep 09	Completed
	Develop partnerships with external agencies to develop workshops and support resources (as per item 7.3) and projects (as per 7.6.1)	CPDO & EO		Partnerships developed (as per item 7.3 and 7.6.1)	Ongoing	
	Include external organisations on GWA bulletin mailing list	SDM		External agencies added to mailing list	Ongoing	

7.9 Communications & Marketing

Goal: Provide effective communication at all levels to stakeholders and embrace technology to enhance delivery
 Establish effective marketing systems to increase the sustainability of the sport

Objective	Action	Responsibility	Resources	Target / P.I	Timescale	Monitoring
1. Promote GymAbility brand	Ensure that all inclusivity projects and resources are branded	CPDO & SDM	Officer time	All projects and resources are branded	Ongoing	
	Develop GymAbility promotional material		Promotional items	Promotional material developed	Sept 2010 & ongoing	
2. Promote existing relevant resources and products	Promote existing GA resources and products to partners, including: <ul style="list-style-type: none"> • GymMix • GYMskools • MIG (as per item 7.3.1) • Aeroskools • Cheerskools 	CPDO, SDM & EO	Officer time	All products promoted	Ongoing	

¹² As per After Schools, Schools and Sports CONNECT Research Project

3.	Promote examples of good practice within the gymnastics community	Identify good practice within the gymnastics community and obtain case studies	CPDO, Clubs & GFA SMC	Officer time	5 case studies obtained per yr	Sep 2010 & ongoing	
		Develop inclusivity case study postcards and distribute to all clubs via affiliation (as per item 7.4.1) and to external organisations	CPDO	Printing costs	Postcards developed and distributed	Dec 2011 & ongoing	
		Promote case studies on the website and to external partners	CPDO & SDM	Officer time	Case studies promoted	Jan 2011 & ongoing	
4.	Ensure that relevant GWA promotional material is inclusive	Obtain inclusive promotional photographs from the gymnastics community	CPDO	Photographer costs	All new relevant promotional material is inclusive	Sept 2010	
		Ensure that all new relevant GWA promotional material is inclusive and other formats are available where appropriate	All staff	Officer time		Ongoing	
5.	Communicate with the gymnastics community	Develop inclusivity pages on the GWA website	SDM & CPDO	Officer time	Web pages developed	Dec 2010	
		Investigate other communication methods, e.g. social networking sites	CPDO		Other communication methods identified	Sep 2011	

7.10 Research, Monitoring and Evaluation

Goal: Identify long term research goals for gymnastics

Objective	Action	Responsibility	Resources	Target / P.I	Timescale	Monitoring
1. Review the effectiveness of all projects	Obtain evaluation forms from all projects and workshops	CPDO & EO	Officer time	Evaluation forms obtained from all projects and workshops	Ongoing	
	Review evaluation forms twice a year			2 reviews per yr	Sep 2010	
	Identify areas for modification and amend accordingly			Amendments made as required	& ongoing	

2.	Identify any other potential barriers to participation	Continue to track participation figures <ul style="list-style-type: none"> No of registered participants with a disability No of registered indigenous participants No of participants with a disability in Edgym program 	CPDO	Officer time	<ul style="list-style-type: none"> Increase of 20 participants per yr Increase of 5 participants yrs 1 & 2 and 10 in yr 3 1,800 participants by 2012 	Sep 2009 & ongoing	
		Conduct further research into barriers to gymnastics including (as per 7.3.1)			Research conducted	Sep 2011	
		Develop report and recommendations			Report produced	Dec 2011	
3.	Identify additional research goals	Continue to conduct annual club / association survey	CPDO	Officer time	Club survey conducted annually	Sep 2010 & ongoing	
		Conduct further research into other gymnastics providers, including Local Governments, Leisure / Recreation Centres and PCYC's / YMCA's			Research conducted	Sep 2010	
		Develop research report and recommendations			Report produced and promoted	Dec 2010	
		Identify additional statistics that need to be collected on an annual basis	CPDO, SDM & ED	Statistics identified	Sep 2010		
		Liaise with GA to ensure that these statistics are obtained through the affiliation process		Affiliation forms amended as necessary	Jan 2011		
		Purchase mapping software to support the targeting of specific projects	Software licence	Mapping software purchased	Jan 2011		
4.	Monitor the effectiveness of the GymAbility Inclusive Action Plan	Review the Action Plan and update on a quarterly basis	CPDO	Officer time	Plan reviewed 4 times per yr	Jan 2010 & ongoing	
		Continue to provide progress reports to ED			Progress reports provided as required	Ongoing	
		Quarterly progress reports submitted to GWA Board and GFA Committee			Progress reports submitted 3 times per yr	Jan 2010 & ongoing	
		Evaluate all projects and develop new Inclusive Action Plan (2013 – 2017)			New plan developed	Sep 2013	

