

This guide is part of the National Inclusion Week 2023 Toolkit

A guide to NIW 2023 Daily Actions



**National
Inclusion Week**
2023 25 September
1 October



Sponsored by



Introduction

Inclusive Employer's NIW Daily Actions have been designed to help you celebrate Inclusion every day of National Inclusion Week.

Take part in the NIW Daily Actions

For every day of National Inclusion Week, Inclusive Employers have created Daily Actions that bring the Take Action Make Impact theme to life.

We encourage you to plan your involvement in these actions in advance, so you are ready when each day arrives to participate in making the Daily Action a reality!

Share your participation internally so everyone can be a part of the action.

When you share your Daily Action activity on your social media channels use #TakeActionMakeImpact, #NationalInclusionWeek2023 and tag Inclusive Employers, so we can share and inspire others with your involvement.

This document contains an overview of the Inclusion Week 2023 Daily Actions. More details and support on how to bring these actions to life will be included in the toolkit available to those who have registered, or are members of Inclusive Employers.

Monday 25th September

Take action - engage your employees

Inclusion and engagement go hand in hand. Employees who feel included and valued for who they truly are, will display higher levels of engagement.

There are many ways to ensure employees feel engaged within the organisation throughout the whole employee life cycle.

The first day of National Inclusion Week is a great way to increase employee engagement, and the first day to raise awareness and start engaging with National Inclusion week itself!

Tuesday 26th September

Take action - equip your employees

Equipping your staff to enable your organisation to design and deliver more effective inclusive policies and processes is essential for inclusion to become an accepted and natural everyday part of the organisation.

Policies and procedures ensure staff know what is expected of them in creating an inclusive environment, while training helps to close skill-gaps and provides learning, understanding, and development opportunities to foster an inclusive workplace.

Wednesday 27th September

Take action - empower your employees

Empowering your staff to speak up, constructively challenge, and share feedback forms the basis of psychological safety. Psychological safety can only occur when staff feel safe, listened to, and valued for their contributions.

To create an inclusive work environment, we must role model inclusive behaviour and ensure that all voices are heard, including those from under-represented groups.

Thursday 28th September

Take action - embedding Inclusion

With all the positive visible work taking place around inclusion, it's important to take a step back and dive deeper into your organisation's processes and procedures to ensure the organisation is truly inclusive.

This is the behind-the-scenes work, which can sometimes go unnoticed and that can often take a long time to implement before real change is seen; it's no easy feat embedding inclusion throughout an entire organisation!

When every employee can evidence why inclusion is a forefront to their role, that is when the workplace becomes a truly inclusive place to work.

Friday 29th September

Take action - evolving Inclusion

What good practice looked like when Inclusive Employers began 12 years ago, certainly isn't best practice today. Inclusive Employers was founded on the fact that many companies were only legally compliant with equal opportunities and the introduction of The Equality Act 2010, when in fact what a lot of organisations were overlooking to improve equality and diversity was the fundamental element of inclusion!

Inclusion within the workplace and society is more topical than ever, and this has been propelled over recent years due to key global events.

Our next generation of workers are the most diverse the workplace has ever seen, and this generation hold high expectations and place significant importance on diversity and inclusion when choosing where to work.

Adapting to this emphasis while horizon scanning for best practice and seeking out innovative ways to improve inclusion can enhance your inclusion initiatives and strategy, while attracting and retaining the best talent.

Saturday 30th September

Take action - evaluating impact

Evaluating the impact of your inclusion and diversity initiatives or strategy can be one of the biggest challenges most organisations face when carrying out inclusion work. To make impact, everything must be monitored and measured!

Of course, having tangible or measurable outcomes can be difficult with this type of work, especially for smaller projects or trying to evidence culture change, however it is vital that inclusion work is evaluated in order to see what is working, what needs improving and to celebrate your successes!

Sunday 1st October

Take action - evaluating National Inclusion Week

What a week it has been! Here at Inclusive Employers, National Inclusion Week is an absolute highlight in the yearly calendar of awareness days and events to shine a spotlight on the fantastic work that is taking place for inclusion, no matter where you are on your inclusion journey. It's a week to reflect and celebrate all the continuous hard work that organisations are doing for creating inclusive workplaces and a better working world!

Inclusion is not just something to focus on for one day or one week, it is something that needs long term commitment to action. The last day of National Inclusion Week 2023 is time for reflection and opportunity to commit to #TakeActionMakeImpact for the future.

- What do you want to improve over the next 12 months both individually and as an organisation?
- What have you learnt?
- What have you found most valuable?
- What do you know you or your organisation could be doing better?

It is time to Take Action. Make a pledge to show how you and your organisation will continue to make progress towards inclusion over the next 12 months. Share your pledge publicly and have a plan. #TakeActionMakeImpact

National Inclusion Week 2023 Events



Don't forget to book on to your events!

The following events are planned, during National Inclusion Week and are available to book now.

Take Action Make Impact
National Inclusion Week 2023
launch (members only)

Monday 25th September
10 - 11:30am

[Register](#)

Take Action - Learning in the
sport sector - community
engagement with diverse
populations

Monday 25th September
1 - 2pm

[Register](#)

Take Action
Challenging anti-wokeness and
building the case for I&D

Tuesday 26th September
11am - 12pm

[Register](#)

Take Action
Recruit inclusively for a diverse
workplace

Wednesday 27th September
10 - 11am

[Register](#)

Take Action
Protect your mental health from
I&D burnout

Thursday 28th September
11am - 12pm

[Register](#)

Take Action Cultural Awareness
Influencing and being inclusive
across different cultures

Thursday 28th September
2 - 3pm

[Register](#)

National Inclusion Week 2023 Events



Take Action
Make impact best practice
showcase 2023

Friday 29th September
12 - 1:30pm

[Register](#)

National Inclusion Week 2023 Events



After National Inclusion Week

Once National Inclusion Week is over, don't forget to take a look at our [ongoing webinar programme](#) to continue your commitment to learning!

Upcoming virtual events include:

Black History Month: Celebrating
our sister's/matriarchs of
movements

Tuesday 3rd October
11am - 12pm

[Register](#)

Dyslexia awareness

Thursday 5th October
12 - 1pm

[Register](#)

Join the Inclusive Employers
community!
(Free to all to attend)

Wednesday 11th October
3 - 4pm

[Register](#)

Partial sight and blind awareness

Thursday 12th October
12 - 1pm

[Register](#)

Effective anti-racism allyship in
action

Tuesday 17th October
12 - 1pm

[Register](#)

Dyspraxia awareness

Wednesday 18th October
10 - 11am

[Register](#)

National Inclusion Week 2023 Events



Supporting colleagues through
baby loss

Tuesday 24th October
10:30 - 11:30am

Register

Progress your Career with an
Inclusion Qualification
(Free to all to attend)

Wednesday 25th October
2 - 3pm

Register

ADHD in the Workplace

Thursday 26th October
9:30 - 10:30am

Register

Other upcoming topics

New events are published every month.

Check out our latest events and book your places for 2023 [here](#).

See all upcoming inclusion and diversity awareness dates, here on our [diversity calendar](#).

What our members say...

“A great investment to help your inclusion agenda”

“Keeping us focused and up to date with best practice”

Support your inclusion agenda by becoming an Inclusive Employers member!

Join us and you'll have access to expert I&D resources, including:

- Expert support
- Webinars
- Networking opportunities

Want to know more?

inclusiveemployers.co.uk/membership/



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Making inclusion an everyday reality

www.InclusiveEmployers.co.uk



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