

CAYMAN ISLANDS NATIONAL COACHING ACADEMY*Building Champions On and Off the Pitch***EQUAL TREATMENT POLICY**

Standalone Policy · 2026 Edition

Fairness, dignity and respect for every learner and coach

Policy title	Equal Treatment Policy
Owner	Academy Director, Cayman Islands National Coaching Academy
Applies to	All participants, coaches, staff, instructors, contractors & volunteers
Edition	2026
Review cycle	Annual, or earlier if law or guidance changes
Related documents	Disability Discrimination Policy; Safeguarding & Child Protection Policy; Code of Conduct; Learner Complaints Procedure; Data Protection & Confidentiality Policy

Our commitment

The Academy treats every person fairly, with dignity and respect. No one is treated less favourably because of who they are. Equal treatment is not a slogan for us; it is how we coach, teach, recruit, and run every programme.

EQUAL TREATMENT POLICY**1. Purpose**

The Cayman Islands National Coaching Academy (CINCA) is committed to equality of opportunity and to treating everyone fairly. This policy sets out how the Academy makes sure that every participant, coach, member of staff, and applicant is treated equally, free from discrimination, harassment, and victimisation and how concerns are raised and resolved.

2. Policy Statement

The Academy believes that sport belongs to everyone. We are committed to:

- providing equal access to our coaching education and programmes for all;
- treating every person with dignity, fairness, and respect;
- removing barriers that prevent fair participation;

- challenging discrimination, harassment, and unfair treatment wherever it occurs; and
- creating an inclusive culture that reflects and welcomes the diversity of the Cayman Islands.

3. Scope

This policy applies to everyone connected with the Academy, participants and coaches in training, applicants, parents and guardians, staff, instructors, contractors, volunteers, and visitors and to every part of our work, including recruitment and selection, course delivery, assessment, communications, events, and the handling of complaints.

4. Legal and Reference Framework

This policy reflects the principles of fairness and non-discrimination protected by the Constitution of the Cayman Islands (Bill of Rights, Freedoms and Responsibilities), which provides that everyone is entitled to enjoy their rights without discrimination, together with the Academy's safeguarding and inclusion commitments and recognised good practice in sport. It is read alongside the Disability Discrimination Policy and applicable Cayman Islands law.

5. Definitions

Equal treatment: Treating people fairly and giving them the same access and opportunities, while making adjustments where needed so that everyone can take part on a fair footing.

Direct discrimination: Treating someone less favourably than another because of a protected characteristic.

Indirect discrimination: Applying a rule or practice that appears neutral but puts people with a particular characteristic at a disadvantage, without good reason.

Harassment: Unwanted conduct related to a protected characteristic that violates a person's dignity or creates an intimidating, hostile, degrading, or offensive environment.

Victimisation: Treating someone badly because they have raised a concern, made a complaint, or supported someone else who has.

6. Protected Characteristics

The Academy will not tolerate discrimination, harassment, or less favourable treatment based on any of the following:

Characteristic	Includes
Race & ethnicity	Colour, nationality, ethnicity, or national origin.
Sex & gender	Being male, female, gender identity, and expression.
Age	Children, young people, and adults of any age.
Disability	Physical, sensory, learning, or mental-health conditions.
Religion or belief	Religious, spiritual, or philosophical beliefs, or none.

Family & marital status	Marriage, civil partnership, pregnancy, and caring responsibilities.
Socio-economic background	Income, background, or circumstances.

7. What Equal Treatment Looks Like in Practice

The Academy applies equal treatment across every area of its work:

Area	Our commitment
Recruitment & selection	Places and roles are offered on merit, against clear and fair criteria, with no bias.
Course delivery	All participants receive the same quality of coaching, support, and attention.
Assessment	Everyone is assessed against the same standards, with reasonable adjustments where needed.
Communication	Information is clear, respectful, and accessible to all learners.
Facilities & access	Reasonable steps are taken so that everyone can take part fully and safely.
Pricing & support	Barriers to participation are reduced where possible, consistent with our policies.

8. Prohibited Conduct

The following are not acceptable and may lead to disciplinary action:

- direct or indirect discrimination against any person;
- bullying, harassment, or abusive, demeaning, or discriminatory language or behaviour;
- victimising anyone for raising a concern or making a complaint in good faith; and
- excluding, isolating, or treating a person less favourably because of who they are.

9. Reasonable Adjustments and Inclusion

Equal treatment sometimes means treating people differently to give them a fair chance. The Academy will make reasonable adjustments, for example, to coaching, materials, assessment, or facilities so that disabled participants and others with additional needs can take part fully. Coaches receive basic inclusion-awareness guidance so that fairness is built into everyday practice. This works together with the Disability Discrimination Policy.

10. Responsibilities

Who	Responsibilities
Academy Director	Overall accountability for equal treatment; ensures this policy is applied, resourced, and reviewed.
Coaches, staff & instructors	Model fair, inclusive behaviour, treat everyone equally; challenge and report discrimination.

Participants & parents	Treat others with respect, follow the Code of Conduct, and report concerns.
All persons	Uphold equal treatment and help create a welcoming, inclusive environment.

11. Raising a Concern

Anyone who experiences or witnesses discrimination, harassment, or unfair treatment is encouraged to report it. Concerns can be raised informally with a coach or member of staff or formally through the Learner Complaints Procedure. Safeguarding concerns are referred immediately to the Safeguarding Officer. The Academy takes every concern seriously, handles it sensitively and confidentially so far as possible, and will not tolerate victimisation of anyone who speaks up in good faith.

12. Consequences of Breach

Breaches of this policy are taken seriously and may result in action under the Academy's disciplinary and Code of Conduct procedures up to and including removal from a programme or the ending of an engagement and, where the law requires, referral to the appropriate authorities.

13. Monitoring and Review

The Academy monitors how fairly its programmes operate, including participation, feedback, and any complaints, and uses what it learns to improve access and inclusion. Findings feed the Participant Satisfaction and Curriculum & Content Review policies.

14. Related Policies

This policy should be read together with the Disability Discrimination Policy, the Safeguarding & Child Protection Policy, the Code of Conduct, the Learner Complaints Procedure, and the Data Protection & Confidentiality Policy.

15. Review

This policy is reviewed at least annually by the Academy Director, or sooner where law, guidance, or experience indicates that change is needed.

Document control	Detail
Policy title	Equal Treatment Policy
Owner	Academy Director, Cayman Islands National Coaching Academy
Edition	2026
Review cycle	Annual, or earlier if required
Related framework	CINCA Policy Manual 2026