Is your club suitable for female participants?

The purpose of this checklist is to determine the current status of organisational appropriateness and readiness to effectively support female participants in both Facilities (Part 1) and Culture (Part 2). This checklist can be used to identify areas for improvement to assist with organisational development or readiness for an infrastructure project or, program project you may wish to undertake.

For further information visit the following websites, which contain resources and training opportunities:

* [Female Facilities Program](https://www.qld.gov.au/recreation/sports/funding/getinthegame/facilities)
* [Start Playing Stay Playing](https://www.qld.gov.au/recreation/health/women-girls/stay-relevant/)
* Sport and Recreation Services [Building Active Communities Workshops](https://www.qld.gov.au/recreation/sports/volunteers-coaches/workshops)
* Check with [your local council](http://www.dilgp.qld.gov.au/local-government-directory/search-the-local-government-directory.html) regarding any local laws or building codes.

## Part 1 - Facilities

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| **Overall design and accessibility** | **Yes** | **No** |
| Is signage clear and accurate – identifying what the facility is and the organisations who use it? |  |  |
| Is there adequate lighting in appropriate activity spaces, walkways and car parks? |  |  |
| Are members and spectators able to leave your venue safely, particularly at night? |  |  |
| Have you consulted female members and non-members to identify issues or what you can do to improve facilities or input into the design process? |  |  |
| Is the area easily accessible for people with mobility devices or prams (e.g. uneven ground, steps, gravel, gate widths/slopes)? |  |  |
| Does the facility comply with legal requirements or council laws? |  |  |
| Do female members have fair access to amenities as required? |  |  |
| **Car parks** | **Yes** | **No** |
| Is there adequate lighting in the car park? |  |  |
| Is there adequate or priority parking for people with disabilities or families with prams? |  |  |
| Does the carpark present any entrapment sites? (e.g. usually shielded on 3 sides by barriers such as walls or vegetation, and provide for easy concealment). |  |  |
| How far is the nearest person to hear a call for help? |  | |

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| **Change rooms** | **Yes** | **No** |
| How many change rooms are there? |  | |
| Are change rooms unisex / male only / female only? |  |  |
| Is there clear signage to indicate who is using the amenity at a given time? |  |  |
| Are there separable shower cubicles with lockable doors? |  |  |
| Is there benchtop space around the sink? |  |  |
| Are there mirrors, both head height and full length? |  |  |
| Are there electrical outlets around the sink or mirror? |  |  |
| **Toilets** | **Yes** | **No** |
| How many toilets are there at the facility? |  | |
| Are unisex / male only / female only toilets easily accessible? |  | |
| Is there clear signage to indicate who is using the amenity at a given time? |  |  |
| Are sanitary bins available in the cubicles? |  |  |
| Are cubicles lockable? |  |  |
| **Umpires/referees/officials rooms** | **Yes** | **No** |
| Does the facility have a space/s for umpires/referees/officials to change and shower? |  |  |
| Does this space cater for females and males to use the space concurrently? |  |  |
| **Child and baby care facilities** | **Yes** | **No** |
| Are there private baby change / breastfeeding areas? |  |  |
| Does this space allow for females and males to use the space concurrently? (i.e. private feeding areas for females). |  |  |
| Are there facilities in this space (or elsewhere) to heat or refrigerate bottles of milk? |  |  |
| Is there space allocated to park and lock strollers? |  |  |

**Given the current status of Facilities, what are priorities for improvement for your organisation?**

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**How do you plan on achieving these priorities?**

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## Part 2 - Culture

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| **Equal opportunity** | **Yes** | **No** |
| Do females have appropriate and reasonable access to playing surfaces and training schedules? |  |  |
| Do you provide a structured process for female members to provide feedback? |  |  |
| **Programs and services** | **Yes** | **No** |
| Have you consulted on the needs of women and girls during the development of your activity timetables and schedules? |  |  |
| Do training times accommodate the needs of different cultural groups and genders? |  |  |
| Do you cater for varying cultural needs of women and girls? |  |  |
| Is appropriate clothing/uniforms available for female participants? |  |  |
| **Promotion** | **Yes** | **No** |
| Do images used in publications and resources appropriately illustrate female participation? |  |  |
| Are promotional materials appropriate and respectful to all members? |  |  |
| Do promotional materials reflect diversity and equity? |  |  |
| **Organisational practices** | **Yes** | **No** |
| Are there policies, procedures and training in place to discourage and address discrimination, including against females? |  |  |
| Are there policies, procedures and training in place to appropriately provide for minors, including girls? |  |  |
| Do you have a relative number of female coaches, committee members or volunteers? |  |  |
| Do you collect membership data, including a breakdown of genders to identify how your club is tracking with recruiting and retaining female members? |  |  |
| Are coaches and committee members adequately trained, informed or aware of female requirements? |  |  |
| Have coaches and/or committee members undertaken training provided by a [State Level Organisation](http://www.npsr.qld.gov.au/industry-information/contacts/organisations.html) or [Play By The Rules](https://www.playbytherules.net.au/)? |  |  |

**Given the current status of Culture, what are priorities for improvement for your organisation?**

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**How do you plan on achieving these priorities?**

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