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## Equality and Non-Discrimination Plan 2020–2021

Dance School Vinha operates on the principle of making proficient Art education accessible for all. The equality and non-discrimination plan is reviewed annually and the updated plan is available on the school's website and offices.

When drawing up the equality and non-discrimination plan, the school's activities as both a service provider and an employer have been taken into account. The staff has participated in the preparation of the plan on August 4, 2020 under the leadership of Pauliina Kettunen as part of the teachers' meeting day. In addition, employees, students, and guardians have had the opportunity to contribute to the content of the plan through an anonymous questionnaire.

The equality and non-discrimination survey was conducted at the beginning of the autumn semester 2020. The survey was prepared by Pauliina Kettunen in cooperation with other staff and the survey was based on Oppia kaikille! Equality Planning Guide for Educational Institutions 2013 guide's questionnaire template. A total of 27 responses were received to the survey.

**The themes raised in the responses to the survey have been utilized in drawing**

up the Equality and Non-Discrimination Plan for this school year. The answers will also be used to make a plan for the next school year. The survey will be developed on the basis of the feedback received.

### **Equality and non-discrimination from the participant's point of view**

Vinha's activities are for everyone. The most important criterion for the students, family member, audiences is the desire to participate in dance teaching activities in Karkkila and Vihti area.

Activities are organized in such a way that the participant's gender, gender expression, age, origin, nationality, language, religion, belief, opinions, political activity, trade union activity, family life, state of health, disability, sexual orientation or other personal characteristics do not prevent them from participating in dance activities.

The UN Convention on the Rights of Persons with Disabilities defines disability as follows: "Persons with disabilities include those with long-term physical, mental, intellectual or sensory disabilities that, in interaction with various barriers, may prevent their full and effective participation in society on an equal basis with others."

Thl.fi, Vammaispalveluiden käsikirja

If the situation requires it, reasonable statutory adjustments will be made in cooperation with the participant and the potential guardian(s) to guarantee the possibility of participation for as many people as possible. In finding a suitable dance group, guidance is given. If necessary, it is possible to change the group in the middle of the semester.

The school's customer service can be obtained in English if necessary. If necessary, it is also possible to have written material translated into English. The

website has an English section with a summary of Dance School Vinha, registration and fees.

Under section 8 of the Non-Discrimination Act, no one may be discriminated against on the grounds of age, origin, nationality, language, religion, belief, opinion, political activity, trade union activity, family relations, state of health, disability, sexual orientation or any other personal reason.

Section 1 of the Act on Equality between Women and Men stipulates that no one shall be discriminated against based on gender, gender identity or gender expression reason.

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### **Equality and non-discrimination from the employee's perspective**

Work arrangements for all employees are managed in such a way that every employee has equal opportunities to perform their work.

From autumn 2020, the Dance School will promote equality by providing all its employees with the appropriate work equipment, tools, software and IT support services to perform their tasks.

The Dance School operates in recruitment processes in accordance with the Non-Discrimination Act related to employment and takes into account the implementation of equality.

Every teacher is welcome to the monthly teacher staff meetings. The aim of these meetings is to act as a communication channel and enable a community approach.

The Principles of a Safer Space are in use within the work community (Attachment 1). By promoting equality and non-discrimination measures, Dance

School Vinha aims at providing a workplace free from harassment and discrimination.

At Dance School Vinha employee should be considered regardless of gender, gender expression, age, origin, nationality, religion, belief, opinion, political activity, trade union activity, family relations, state of health, disability and sexual orientation or any other reason related to a person. If this is not the case, the matter will be addressed.

Dance School Vinha operates mainly in Finnish. The Teacher's Guide and the Equality and Non-Discrimination Plan are available to employees in both Finnish and English. If necessary, other written material can be translated into English for employees. The use of the Finnish language at work is supported.

If necessary, the teacher's general state of health and their suitability for the nature of the work can be assessed in co-operation with occupational health care. Further information on co-operation with occupational health care can be found in the Teacher's Guide and the Occupational Safety and Health Action Program, which is updated every year. This year the updates will be done at the beginning of the autumn of 2020.

### **Review of the objectives of the plan for the academic year 2019–2020**

It was decided to take the principles of a safer space as a concrete basis for the goals in the school year 2019-2020 (Attachment 1). The aim was to follow these principles with students in classroom situations and to pay special attention to them in the work community as well. The aim was also to inform the parents of the students about these principles.

Headmaster Varpu Asiala, responsible for the school year 2019–2020, wrote the principles of a safer space for Dance School Vinha. They were based on the principles of the website Pesäpuu. Dance teacher and trustee Pauliina Kettunen introduced the topic and presented the principles to the work community at the teachers' meeting on 7 January 2020. The idea of declaring Vinha facilities as a

Discrimination-free Zone came up at the meeting, but this has not been implemented so far.

The principles of a safer space were found to apply to all dance teaching activities as well as all communication channels. Contact information was added to the principles. It was agreed at the meeting that dance teachers will review the principles of a safer space with each group with age-appropriate vocabulary.

The principles of a safer space were communicated to the parents of the students in connection with the student bulletin and the principles were displayed on the notice boards of the establishments.

Development target	Objectives	Measures taken
Principles of a safer space	<p>Launching the principles of a safer space</p> <p>Following the principles in hourly situations and in the work community</p> <p>Communication of principles</p> <ul style="list-style-type: none"> <li>• within the work community</li> <li>• to the students</li> <li>• to the parents</li> <li>•</li> </ul>	<p>The principles of a safer space were launched in early 2020. Accountable: Varpu Asiala</p> <p>Dance teachers were instructed to go through the principles of a safer space with groups of students at the age level. Accountable: Varpu Asiala</p> <p>The principles were communicated</p> <ul style="list-style-type: none"> <li>• at teachers' meeting on 7.1.2020</li> <li>• on bulletin boards in the spring of 2020</li> <li>• dance classes at the age level during spring 2020</li> </ul> <p>Accountable: Varpu Asiala</p>

## Objectives for the school year 2020–2021

The aim is to continue building a safer space and putting the principles of a safer space into practice.

The aim is to continue building a safer space and putting the principles of a safer space into practice. In order to make Dance School Vinha a safer place of hobby and work, the knowledge on equality and non-discrimination issues will be increased, measures against structural racism will be taken into account, information on safer space principles will be developed, guidelines for non-harassment and non-discrimination will be drawn up and a declaration will be made to become a Discrimination-free Zone.

Discrimination-free Zone is an information campaign against all forms of discrimination, bullying and harassment, which is carried out in co-operation with the Ministry of Justice by the Human Rights Association, Youth Co-operation Allianssi, Seta Association, Finnish Multicultural Sports Association Fimury., Disability Forum Association. The aim of the campaign is to express its commitment to the principle of non-discrimination.

The guidelines for tackling harassment and discrimination become part of the Workplace Safety Guidelines of the expandable Occupational Safety and Health Action Plan. The Equality Plan will also be included in the Occupational Safety and Health Action Plan to be expanded in autumn 2020.

Linguistic accessibility will be improved starting from autumn 2020. The Teacher's Guide and the Equality and Non-Discrimination Plan will be drawn up in both Finnish and English. If necessary, other written material will also be translated into English for employees. The use of the Finnish language at work is supported when an employee so wishes.

Development targets	Where are we now	Measures
Building a safer space  • Increasing the knowledge base of the work community	The principles of a safer space were launched in spring 2020. Accountable: Varpu Asiala. Previous training on gender and sexual orientation	Survey for teachers on implementation. Accountable: Pauliina Kettunen

	<p>diversity was held in 2015. Accountable: Pauliina Kettunen.</p>	<p>1. Education in gender diversity of dance arts in basic art education in the autumn of 2020. Accountable: Pauliina Kettunen</p> <p>2. Practical ideas for dance lessons to follow the principles on the day of the meeting 4.8.2020 Accountable: Pauliina Kettunen as facilitator, all teachers as implementer</p> <p>3. Training on anti-racism in dance Accountable: Saara Mikkola-Ylitolva</p>
<ul style="list-style-type: none"> <li>Taking anti-racism into account in structures</li> </ul>	<p>In the summer of 2020, it was discovered that the word urban, used in ops and chronology, is associated with structural racism. The matter was addressed in the student bulletin in June 2020.</p>	<p>1. Removing the word urban from the curriculum and timetable. Finding out the replacement word and introducing it as soon as possible. Accountable: Saara Mikkola-Ylitolva</p>
<ul style="list-style-type: none"> <li>Improving communication</li> </ul>	<p>In the spring of 2020, the principles of a safer space were displayed on the bulletin boards of the offices and websites as part of the Equality and Non-Discrimination Plan 2019–2020. The principles were also communicated as part of the February 2020 student bulletin. In addition, dance teacher Ville Nylén wrote about the principles of</p>	<p>1. The principles of a safer space and the Equality Plan are moved under “Education” in the menu of the vinha.net website so that they are easily accessible. Accountable: Saara Mikkola-Ylitolva</p> <p>2. Reviewing the principles in the beginning of each semester</p>

	<p>a safer space on the dance school blog. Accountable: Varpu Asiala</p>	<p>and when new students come to the group. Accountable: all teachers</p>
<ul style="list-style-type: none"> <li>Addressing harassment and discrimination</li> </ul>	<p>In the principles of safer space, contact information that can be contacted. Accountable: Varpu Asiala.</p>	<p>3. Updating accessibility information on the premises. Responsible: Sara Riihiaho</p> <p>4. Finding out accessibility information on performance venues. Responsible: Varpu Asiala</p> <p>1. Action plan on harassment and discrimination as part of the Occupational Safety and Health Action Plan 2020–2021. Accountable: well-being team*</p> <p>2. Communicating the action plan and making it easy for students, guardians and staff to find. Accountable: well-being team*</p>
<ul style="list-style-type: none"> <li>Declaration as a Discrimination-free Zone</li> </ul>	<p>At the teachers' meeting on 7 January 2020, the idea of declaring a zone free of discrimination was put forward, but this was not implemented.</p>	<p>Dance School Vinha declares itself a Discrimination-free Zone ** during the 2020–2021 school year. Accountable: Saara Mikkola-Ylitolva</p>
<ul style="list-style-type: none"> <li>Development of work atmosphere</li> </ul>	<p>The development of the work atmosphere was raised in the Equality and Non-Discrimination Survey in autumn 2020.</p>	<p><b>Development of an open and safe working atmosphere through the program.</b> <b>Responsible: Saara Mikkola-Ylitolva</b></p>



improving linguistic accessibility	Dance School Vinha's information and documents are in Finnish. Real-time translation into English was used at the meetings of the school year 2019–2020. The translation took place in a written file in which it was also possible to ask questions.	<p>1. The teacher's guide and the Equality Plan will be written in both Finnish and English. If necessary, other written material will also be translated into English for employees. The use of the Finnish language at work is supported. Responsible: Saara Mikkola-Ylitolva and Sara Riihiahio</p> <p>2. Paying attention to pronoun use at the Dance School. Responsible: Pauliina Kettunen</p>
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**\*Headmaster Saara Mikkola-Ylitolva, representative of the association's board Elisa Virva-Auvinen and dance teacher, shop steward Pauliina Kettunen work in the occupational well-being team**

**\*\*More information: <https://yhdenvertaisuus.fi/syrjinnastavapaa.fi>**

## LIST OF ATTACHMENTS

Attachment 1 Principles of a Safer Space  
Attachment 2 Survey: Equality and Non-Discrimination 2020