

National Inclusion Week 2020

Daily Challenges

Join the inclusion chain on social media – share your daily challenges by using the hashtags: **#InclusionWeek2020** and **#Each1Reach1**

Monday 28th September

Each One Reach One

Our theme for National Inclusion Week 2020 is Each One Reach One. It is about bringing people and organisations together to connect and inspire each other to make inclusion an everyday reality. Together we are going to create the biggest inclusion chain ever!

Your first challenge for National Inclusion Week, is to inspire at least one other colleague to take part in one of this week's events or activities. You could signpost some of the activities being run internally, recommend one of the webinars and virtual sessions being hosted by Inclusive Employers or arrange to attend together one of the events being held by your organisation.

If you can reach out to more than one colleague... the more the merrier! Think about engaging with your line manager, colleagues from other departments, colleagues working from home or in different locations, or even someone you often say hi to in the kitchen but rarely have the time to have a conversation with.

How are you going to expand the inclusion chain?

Tuesday 29th September

Inclusivi-tea

Ask yourself, how often do I take a break with the same people in my workplace?

Most of us will answer, most of the time. Inclusivi-tea is your opportunity to meet people, find out what makes them tick and enjoy a brew with colleagues you don't always hang out with.

There are different ways you can run an Inclusivi-tea. On the following page you will find a few couple of ideas:

In the workspace: have teas and coffees available in an area at work where colleagues can hang around and socialise. You can have this available throughout the day or at specific times during the day. In the space, have cards with different topics that people can pick and choose to have a conversation about. For example:

- What moments of inclusion make you smile in the workplace?
- What are your favourite movies/TV shows?
- What was your most memorable holiday?

You can also have fun activities that people can do together while they chat – for example, bingo cards, giant puzzles or giant colouring sheets (which can be great for de-stressing during the day!)

Virtual: an online version of an Inclusivi-tea with timed slots during the day. People can join in from wherever they are and have conversations, and meet colleagues they might not have had the chance to meet before.

Consider having fun themes like the examples above so that people can get to know more about one another.

We would love to hear about your ideas for fun Inclusivi-teas! Share it on social media using the hashtags **#Each1Reach1** and **#InclusionWeek2020**

Wednesday 30th September

Connecting with others

Whether your organisation is big or small, whether you all work in the same location but do different shifts, or are spread out across multiple locations or working patterns... the reality is that we might not have the chance to speak to some of our colleagues on a regular basis.

Today's challenge is connecting with someone you have not spoken with in a while. You can choose to give them a call, send them an e-mail, or even leave them a note for when they start their shift. Check out how they are doing, if they have been attending the National Inclusion Week events, invite them out for a walk or a tea... small acts of inclusion can make a huge difference to somebody's day!

Thursday 1st October

#EachOneReachOne

National Inclusion Week may have you focused on inclusion this week, but it's important to work on making everyday inclusion a reality all year round. This doesn't have to be through big gestures – even the smallest thing can have a positive impact on someone and make a real difference.

The learns from National Inclusion Week will have a long-term impact that goes beyond this week. To share this with others, post on social media something that has inspired you from this week – it could be an event or activity you have attended, or an article or video that you found inspiring. Make sure to use the hashtags **#EachOneReachOne** and **#InclusionWeek2020** so that it gets added to the inclusion chain – and so that others can be inspired by it as well.

You can also post on your internal communications channels – whether they are digital or physical, such as update boards.

Friday 2nd October

What gets measured gets done

You've made it to the end of the week! Now's the perfect time to look back on all your activities and celebrate a successful National Inclusion Week. Use social media to report on what your colleagues have been getting up to and share your successes. You could also take a team photo with what inclusion means to you and share it online using the **#EachOneReachOne** and **#InclusionWeek2020** hashtags.

Your challenge for the day – and for beyond National Inclusion Week – is to bring back to your team at work some of your key learns from the week. Have a discussion with colleagues or your line manager about what inspired you, and encourage a discussion on what you can do differently to make inclusion an everyday reality. You could consider making inclusion a regular discussion point in meetings. Or you could reach out to other teams to inspire them with some inclusive best practices in the spirit of Each One Reach One. It is about making inclusion a reality 365 days a year.

Saturday 3rd October and Sunday 4th October

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For further information: **Email info@inclusiveemployers.co.uk**

Visit www.inclusiveemployers.co.uk/national-inclusion-week Call 020 7803 0689

