

Mainstream services LGBTQ+ Inclusivity checklist

Club name:

Date of visit:

Online and promotional visibility:	Scoring system	Score achieved
Staff online profiles include pronouns	Y N Y= 1 point 0=points	
Inclusive statement and / or LGBTQ+ flags or symbols on website	Rate 0-5	
Social media posts include LGBTQ+ inclusion during relevant dates (such as Pride month)	Rate 0-5	
Information leaflets and promotional details about the service/ establishment includes LGBTQ+ info, flags, or symbols	Rate 0-5	
Venue & paperwork		
<i>Visible statement and / or LGBTQ+ flags or symbols in spaces / windows etc</i>	Rate 0-5	
Staff wearing pronoun badges	Y= 1 point N = 0 points	
Staff sharing their pronouns as part of the welcome greeting	Y= 1 point N = 0 points	
Staff wearing rainbow lanyards	Y= 1 point N = 0 points	
Register includes gender categories: ideally a single heading of 'gender identity' and text space to write your info for tick box layout: male female non-binary other (free text)	Rate 0-5	
Register includes pronouns	Y= 1 point N = 0 points	
Membership forms includes gender categories	0-Rate 0-5	
Membership forms includes sexuality categories	0-Rate 0-5	
Membership forms includes space for preferred name	Y= 1 point N = 0 points	
Membership forms includes pronouns	Y= 1 point N = 0 points	
Single cubicle toilets to be gender neutral	Y= 1 point N = 0 points	

Staff training and awareness 2 staff members to be questioned ideally ask the newest and longest serving staff members	Scoring system	Score achieved
Have they received LGBTQ+ awareness training? If Yes – how recent was the training?	N = 0 points Last year = 5 points 2 years ago = 4 points 3 years ago = 3 points 4 years ago = 2 points 5 years ago = 1 point More than 5 years = 0	
How would they handle a HBT-phobic incident? Record response	Rate: Excellent (5) good (4) ok (3) needs improvement (2) needs critical improvement (1) No response given (0)	
Scenario: a YP approaches you and says they think they may be queer – how would you respond? Record response	Rate: Excellent (5) good (4) ok (3) needs improvement (2) needs critical improvement (1) No response given (0)	
TOTAL SCORE		

Minimum requirements to achieve benchmark in purple