

# INCLUSIVE LANGUAGE

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## ✗ LANGUAGE TO AVOID

### INDIGENOUS AUSTRALIANS

- ✓ Ensure there is an acknowledgement of country at CBC events.
- ✓ Ensure there is a welcome to country where possible using an Elder at significant events.
- ✓ Use terminology such as Aboriginal and Torres Strait Islander peoples when referring to Indigenous Australia.
- ✓ Refer to specific language and cultural groups where possible.

- ✗ Avoid using terms such as the Aboriginals/the Indigenous rather than referring to Aboriginal and Torres Strait Islander people.
- ✗ Avoid grouping Aboriginal and Torres Strait Islander people into the one category and acknowledging the differences between the two where possible.
- ✗ Do not use terminology such as 'half caste', 'part Aboriginal' etc.

### RACE, ETHNICITY AND CULTURE

- ✓ This refers to people from diverse backgrounds such as race, ethnicity and culture.
- ✓ It is respectful to correctly pronounce people's names and not shorten or give a nickname unless specified by the person.

- ✗ Avoid specifying a person's descent or ethnicity by referring to them only by their culture, eg. Vietnamese person, Scottish person etc.
- ✗ Do not use derogatory terms such as 'wog', 'monkey' or 'abo' as well as similar derogatory terms.
- ✗ Do not assume a person's race based purely on their physical appearance.

### ABILITY

- ✓ Refer to a person first rather than their disability first, eg. person who is deaf.
- ✓ Recognise that disabilities can be visible (physical) and invisible (intellectual).
- ✓ Promote aids such as wheelchairs positively, as a tool for freedom rather than a method of confinement.
- ✓ Promote student support such as Academic Care as a positive tool for improvement.

- ✗ Avoid language such as 'disabled person' or 'the disabled'.
- ✗ Avoid language such as 'sufferer of disability' or 'confined to wheelchair'.
- ✗ Do not use language such as 'spastic', 'retard' or using 'autism' as an insult – language that was socially acceptable in the past but no longer is.
- ✗ Do not use language to refer to Academic Care as 'SPED class' or in regards to assessments such as 'SPED tests'.

### GENDER

- ✓ Use gender neutral terms such as 'chairperson' or 'humankind' rather than 'chairman' or 'mankind'.
- ✓ Use gender neutral pronouns such as 'they' rather than him/her.
- ✓ Use titles that are respectful of gender and individual to that person.

- ✗ Do not stereotype a person into gender roles such as:
  - Women stay at home and men work.
  - Women are not good/not interested in Science/Maths.
  - Men have no interest in the Arts.
  - Men aren't nurturing or cannot cook.
- ✗ Do not use gender terms that intend to put another person down such as 'kick like a girl' or 'toughen up princess'.

### FAMILY

- ✓ Recognise that all families in our community differ that there is not one set example of what this should look like.
- ✓ Use words such as 'parents' or 'guardians' when referring to the carer of a student.

- ✗ Avoid language that refers to just one parent such as 'mum' or 'dad'.

### SEXUAL DIVERSITY

- ✓ Terminology such as 'same-sex attracted', 'transgender', 'gender questioning' and 'intersex'.
- ✓ Acknowledging that in certain situations it may be appropriate to refer to gender as non-binary.
- ✓ It is best to ask only when in the presence of a person who has identified as LGBTQI+ – be guided by them.

- ✗ Do not use the terms 'dyke', 'tranny', 'homo', 'fag', 'poof', 'gay' and similar derogatory terms.
- ✗ Do not assume a person's sexual orientation.
- ✗ Do not ask intrusive questions – a person will tell you if they want you to know.

### AGE

- ✓ Refer to a person's age only if necessary.
- ✓ Use language that recognises value and experience as well as wisdom and perspective.

- ✗ Avoid referring to older people as 'old' or 'past their prime'.
- ✗ Avoid language which shows incompetence in certain areas just because of age – such as older people and technology.