

Communication Toolkit



"Enabling educators to become aware of the real-life challenges faced by LGBTQIA+ learners and leading the educators towards setting personal learning objectives for improved inclusion."

The purpose of this tool is to provide ambassadors for diversity with clear steps to advocate for a more inclusive school environment by effectively communicating with the administration.

It details strategies for proposing specific policy changes, while fostering collaboration with students and fellow educators to strengthen the case for change.



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COMMUNICATION TOOLKIT



What steps have you already taken to improve the learning environment for LGBTQIA+ learners in your own class?

- Used the Awareness Tool and the Learning Pathways to learn, reflect and make changes to your own teaching practices

What other steps can you take to improve the learning environment for LGBTQIA+ learners in your institution as a whole?

- Establish communication with the administration of the institution
- Share your knowledge:
 - Distribute materials on how to handle LGBTQIA+-related challenges effectively.
 - Initiate and run a workshop/training for your colleagues

Our toolkits will help you on every step of the way.

How to Approach School Administration?

1. Build Your Case

- Inclusivity is important: educational institutions know this, but they should perhaps be reminded that the intersectional approach is the path to inclusive education. Truly inclusive schools improve mental health, academic performance, and safety for all learners, including LGBTQIA+ learners.
- With our Toolkits, you can back up your arguments with the legal basis in your country and the benefits of diversity in learning spaces.
- Understand current school policies and identify gaps: What is your institution already doing to support its LGBTQIA+ learners? What more can be done? Consider conducting more broadly-themed questionnaires with your students and use the data to support your argument and highlight the gaps in the school's inclusion policies. Talk to your colleagues: What is their experience? Try to get their support if possible.
- If possible, try to gather support from other teachers, staff and learners who share your vision and involve them in the meeting.
- Administrators are more likely to act when presented with actionable steps rather than abstract ideas. Be specific about the initiatives you are proposing. If you offer to run a workshop, consider the logistics: When will you be holding it? Where? How will you invite colleagues? Where will you need the support of the administration? Emphasize that the initiative you are proposing won't be costly or time-consuming.

- Do some research: What schools and other educational institutions in your area successfully implemented more inclusive policies? Could you use their example to support your case?

2. Request a Meeting

- Understand who has the power to implement change in your institution and focus efforts accordingly. Schedule a one-on-one or small group meeting with the principal or other key administrators and make sure to come prepared with concise talking points and materials.
- Be prepared to respond to concerns and misunderstandings, as you are likely to be confronted with them. Our Toolkit will help.
- If there is resistance from the administration, try to be flexible. If your idea is seen as too ambitious, suggest smaller initial steps to gain approval over time.
- Frame your pitch positively: What will the school win from your idea? Creating an inclusive and supportive environment isn't just the right thing to do—it's a smart investment in a school's success.
 - Schools that champion inclusivity see higher academic performance, reduced absenteeism, and lower dropout rates. When students feel safe and valued, they thrive, leading to better overall results and improved school rankings.
 - An inclusive school is a more attractive choice for prospective students and families.
 - Access to EU funding and grants for inclusive schools and to EU-wide educational networks that promote diversity.
 - The opportunity to receive awards for inclusive education, which further strengthens the school's reputation. (E.g. initiatives "School Without Racism – School With Courage" in Germany or "LGBT+ Friendly School" in France)
 - Many countries have anti-discrimination laws that require schools to protect LGBTQIA+ learners from bullying and harassment. Prioritising inclusion ensures compliance with the law, prevents potential legal challenges and underlines your school's commitment to fairness and equality.

3. Do the thing!

4. Follow Up

- Share the feedback received. For example, after conducting the workshop, make sure that you share the results and the participants' feedback with the administration and at the same time outline the next steps that have resulted from it.
- Be persistent but patient. Changes may take time.