

# Diversity and Inclusion Sub-Committee



## Terms of Reference

Promoting and fostering equity, diversity, and inclusion in the early years with a focus on best practice, knowledge sharing, and building inclusive communities of collaboration for our community.

## Context

This sub-committee completes work on behalf of the Peterborough Early Years Planning Network. Our vision, guiding principles, and other overarching aspects will be guided by the Planning Networks Terms of Reference.

## Goals

Members will work collaboratively to:

- Knowledge - To broaden community awareness, knowledge and respect for diverse community populations that will positively advance equity, diversity, and inclusion; while recognizing that systematic inequalities and barriers that do exist in our communities
- Advisory - To coordinate, collaborate, and consult on direct issues related to early learning and care from an inclusion, diversity, and equity perspective.
- Best Practice – To research and establish guidelines and resources that will build and promote best practices ensuring that equity, diversity, and inclusion are central to service delivery in our early learning and care community.

## Guiding Principles

The following principles will guide our work:

- Each child, family member and Early Learning Educator is unique. Each individual has dignity and value. Each individual is equally worthy of respect.
- We recognize that systemic barriers and inequalities exist within our communities. Our work will be to raise awareness and promote positive change
- We embrace and value Indigenous, Francophone, newcomers and other diverse communities/populations within Peterborough City & County
- All child development supports will be equitable, accessible, inclusive, of high quality and based on current research and best practices

## Membership

Membership is open to any staff member from an organization that is included on the Early Years Planning Network and will range from 6-12 members. To ensure that decisions are informed by a broad range of early years partners, the following sectors should be represented:

- School boards;

- Licensed child care providers;
- EarlyON Child and Family Centre service providers;
- Children's Service providers (e.g. Public Health, 5 Counties, Kinark, etc.);
- City of Peterborough
- Indigenous community partners
- LGBTQ community partners

### **Chair**

The Diversity & Inclusion sub-committee will have two co-chairs, one will be the Early Years Planning Manager for the City of Peterborough's Children's Services program and the second co-chair will be a recognized leader in the community.

### **Accountability**

The co-chairs will report back to the Early Years Planning Network by providing updates at each meeting to ensure the community stays informed. Minutes will be easily accessible to the Planning Network if desired.

A committee self-assessment / evaluation regarding the committee's process and work will be performed around the 6-9 month mark, due to this being a new committee.

### **Decision Making**

Decisions will be made whenever possible by consensus. In the event that consensus cannot be achieved, the committee will design and then implement a voting process that is fair and equitable.

### **Meetings**

Meetings will be scheduled once a month during projects (otherwise as needed), for a duration of approximately 2 hours.

### **Agendas/Minutes**

Agendas and meeting materials will be prepared and circulated one week prior to each meeting. Minutes and presentation materials will be circulated following each meeting.