Whole Life Farm Arts & Music Foundation

SECTION 16 - ACCESSIBILITY & INCLUSION POLICY

Policy & Governance Handbook

Draft for Board Review and Adoption

Purpose: Whole Life Farm Arts & Music Foundation seeks to make music, arts, educational programs, and community events welcoming and reasonably accessible to people with differing abilities, backgrounds, financial circumstances, ages, and levels of experience. This policy establishes practical inclusion and accessibility principles for Foundation activities.

1. COMMITMENT TO ACCESS

The Foundation is committed to reducing unnecessary barriers to participation in its charitable programs and services. Accessibility shall be considered in program planning, communication, facilities, registration, instruction, events, and community outreach to the extent reasonably possible within the Foundation's resources and legal obligations.

2. INCLUSIVE PARTICIPATION

Foundation programs should welcome participants with differing backgrounds, identities, abilities, learning styles, musical experience, economic circumstances, and family structures. Legitimate program requirements such as age ranges, ensemble skill level, capacity, safety requirements, or prerequisites may be used when they are reasonably related to the activity.

3. NONDISCRIMINATION

Accessibility and inclusion efforts shall operate together with the Foundation's Nondiscrimination & Equal Opportunity Policy. The Foundation shall not unlawfully exclude an individual from participation on the basis of a protected characteristic.

4. REASONABLE ACCOMMODATIONS

The Foundation shall consider reasonable accommodation requests for qualified individuals with disabilities as required by applicable law. Accommodations may vary depending on the program, individual need, facility, safety considerations, available resources, and whether a requested modification would fundamentally alter the nature of the program.

5. REQUESTING AN ACCOMMODATION

Participants, parents or guardians, volunteers, applicants, employees, contractors, or visitors may request an accommodation from an appropriate Foundation representative. Whenever possible, requests should be made sufficiently in advance to allow time for discussion and arrangements, but late requests should still be considered when reasonably feasible.

6. INTERACTIVE PROCESS

When a need is not obvious or a requested accommodation requires planning, the Foundation may communicate with the individual or parent/guardian to understand the barrier, relevant needs, and possible effective alternatives. The Foundation should focus on functional needs rather than requesting unnecessary private medical information.

7. PROGRAM DESIGN

Program leaders should consider inclusive instructional strategies when practical, including multiple ways to participate, visual or verbal demonstrations, adapted instruments or materials, flexible pacing, seating options, breaks, simplified instructions, sensory considerations, and other reasonable modifications appropriate to music and arts learning.

8. PHYSICAL ACCESS

When selecting or arranging facilities, the Foundation should consider entrances, paths, seating, restrooms, parking, stages, classrooms, outdoor terrain, and other physical-access factors. If a location has unavoidable limitations, the Foundation should communicate known material barriers and consider reasonable alternatives when possible.

9. OUTDOOR AND FARM SETTINGS

Some Foundation activities may occur in rural, farm, field, wooded, or outdoor environments with uneven terrain or other natural barriers. The Foundation should provide reasonable advance information about significant known access conditions and, when feasible, identify alternative routes, seating, drop-off options, or other accommodations.

10. COMMUNICATION ACCESS

The Foundation should make important program information reasonably understandable and available. Depending on the circumstances and resources, this may include readable digital materials, clear event instructions, accessible electronic documents, amplification, written information, captions, interpretation, or other communication supports.

11. WEBSITE AND DIGITAL CONTENT

The Foundation should make reasonable efforts to improve accessibility of its website, registration information, online forms, event announcements, and digital documents. Images used for substantive communication should include meaningful alternative text when practical, and important information should not be communicated solely through an image.

12. FINANCIAL ACCESS

Consistent with its charitable mission and available resources, the Foundation may offer free programs, reduced-cost programs, scholarships, sliding-scale opportunities, donated instruments or materials, or other financial-access measures. Availability may depend on funding, grants, donations, capacity, and program design.

13. MUSICAL EXPERIENCE AND SKILL LEVEL

The Foundation may offer programs for beginners, intermediate or advanced musicians, particular age groups, or specific ensembles when the distinction serves a legitimate educational purpose. Skill-level requirements should be communicated clearly and applied consistently.

14. SENSORY AND NEURODIVERSITY CONSIDERATIONS

Music and event environments can include loud sound, lighting, crowds, movement, and other sensory demands. When practical, the Foundation may provide advance information, quieter areas, seating flexibility, hearing protection guidance, breaks, or other reasonable supports appropriate to the program.

15. SERVICE ANIMALS

Service animals shall be accommodated as required by applicable law. The Foundation may establish reasonable safety rules concerning animals in particular program or event areas when consistent with legal requirements.

16. SUPPORT PERSONS

A participant may be accompanied by a parent, guardian, aide, interpreter, or other support person when reasonably necessary for access and consistent with program safety and capacity. Any fees or participation requirements affecting a support person should be considered carefully and communicated in advance.

17. YOUTH PROGRAMS

Accessibility for minors shall be considered together with the Youth Protection & Child Safety Policy. Parents and guardians should be encouraged to communicate information reasonably necessary for safe and successful participation.

18. CONFIDENTIALITY

Disability, medical, accommodation, or other sensitive information shall be handled under the Privacy & Confidentiality Policy. Information should be shared only with persons who reasonably need it to arrange access, provide safe programming, or comply with law.

19. INCLUSIVE COMMUNICATION

Foundation communications should use respectful language and avoid unnecessarily stigmatizing or demeaning descriptions of disability, economic circumstances, identity, age, or participant needs. Individuals should be addressed in the manner they reasonably request when practical.

20. EVENTS AND PERFORMANCES

Event planners should consider accessible parking or drop-off, routes, seating, restrooms, signage, sound, lighting, crowd flow, and access to activities when practical. Accessibility information should be communicated when it is particularly relevant to an event location or format.

21. FEEDBACK AND CONCERNS

Participants and community members are encouraged to raise accessibility concerns or suggest improvements. The Foundation should review concerns in good faith and may modify procedures when reasonable and appropriate.

22. RETALIATION PROHIBITED

The Foundation prohibits retaliation against a person for making a good-faith accommodation request, raising an accessibility concern, or participating in a review of an accessibility or discrimination issue.

23. TRAINING AND AWARENESS

Program leaders, regular volunteers, employees, teaching artists, or others may receive accessibility and inclusion guidance appropriate to their roles. Training should emphasize respectful interaction, practical problem solving, safety, and appropriate handling of confidential information.

24. CONTINUOUS IMPROVEMENT

The Foundation recognizes that accessibility is an ongoing process. The Board and program leaders should periodically consider participant feedback, facility limitations, new technologies, program growth, and available resources when improving accessibility.

25. ADOPTION

This Accessibility & Inclusion Policy becomes effective when approved by the Board of Directors and remains in effect until amended or replaced by the Board.

ACCESSIBILITY PLANNING CHECKLIST

Planning consideration	Check
Accessible entrance / route / seating considered	■
Parking or drop-off needs considered	■
Restroom access reviewed	■
Registration includes a way to request accommodations	■
Important information available in readable text format	■
Sound / lighting / sensory conditions considered	■
Youth or caregiver support needs considered, if applicable	■
Known outdoor or terrain limitations communicated	■
Program leader knows whom to contact about accommodation requests	■

BOARD ADOPTION RECORD

Date adopted:	_____
President:	_____
Secretary:	_____
Board vote:	_____ in favor _____ opposed _____ abstained

Document status: DRAFT - not effective until formally adopted by the Board of Directors.