

International Day of
People with Disability
3 December



Celebrating

International Day of People with Disability

Information kit for schools

Contents

- What is International Day of People with Disability? 3
- How schools can get involved 3
- Hold or attend an event..... 3
 - Event ideas 4
 - Event tips..... 5
 - Make your event accessible 7
 - Event planning checklist 8
- Learn about disability in the classroom 9
- Join or start a conversation 10
 - Key messages 10
 - Social media posts..... 11
 - Newsletter article 12
- More information 13

What is International Day of People with Disability?

Every year on 3 December, people around the world take part in International Day of People with Disability (IDPwD). It is a day to celebrate the contributions and achievements of people with disability and promote awareness, understanding and acceptance in our community.

A key part of IDPwD are the events that schools, workplaces and community groups hold to mark the day. Every event helps to make positive changes to the lives of 4.4 million Australians with disability and create a more inclusive community for everyone.

But we know December can be a busy time for schools, and that many schools continue to be impacted by COVID-19 restrictions. We have therefore developed this information kit to show you other ways you can get involved, including having conversations in the classroom, or online, about the issues experienced by people with disability to challenge stereotypes and break down barriers.

Let's all take action to make Australia more inclusive for people with disability.

How schools can get involved

We encourage all schools to join the celebration for International Day of People with Disability.

There are many ways you can get involved:

- Hold or attend an event to celebrate IDPwD on or around 3 December.
- Learn about disability in the classroom. Check out the [lesson ideas and student activity sheets](#) on the IDPwD website to help get you started.
- Join or start a conversation in your community to help spread the word about IDPwD and promote awareness, understanding and acceptance of people with disability.

This information kit includes ideas and tips to help you get involved, but we encourage you to get creative with your events and activities and celebrate IDPwD in your own unique way.

Hold or attend an event

Events are a great way to celebrate the contributions and achievements of people with disability.

Whether your event is big, small, in-person or online, you'll be helping us to break down barriers and promote inclusion.

It's important to register your school's event on the [IDPwD website](#) so we know about all of the events happening across Australia. You have the option to keep your event private or register as a public event and be featured on our community event calendar.

If you are planning on holding an event or gathering to celebrate IDPwD, please adhere to your state or territory government's restrictions and advice in regards to COVID-19. Visit the [Department of Health website](#) for more information or the [Disability Gateway](#) for disability information and support.

Event ideas

Looking for ways you can celebrate? This list will help you get started.

Activity	Description
Art class or competition	<ul style="list-style-type: none"> Run an art class with restricted senses, for example painting without the use of your hands or blindfolded. You could also run a competition and get students to submit an artwork, or use the colour in poster on the IDPwD website.
Awareness in action	<ul style="list-style-type: none"> Put up posters and decorations to celebrate and take a group photo to post on Facebook.
Concert	<ul style="list-style-type: none"> Hold a concert. It could feature people with disability or you could provide discounted tickets for people with disability.
Fundraise or volunteer	<ul style="list-style-type: none"> Help a charity organisation that provides services and supports for people with disability by supporting a fundraising drive or identifying a volunteering opportunity.
Assembly	<ul style="list-style-type: none"> Run a special assembly that could include guest speakers, student presentations or musical performances featuring or celebrating people with disability.
Guest speaker	<ul style="list-style-type: none"> Organise a guest speaker with disability to visit the school and share their story.
Morning or afternoon tea	<ul style="list-style-type: none"> Host a morning or afternoon tea. Consider inviting a person with disability and/or your local member of parliament to speak.
Sporting game or activity	<ul style="list-style-type: none"> Organise a game or activity with restricted senses or movements. Examples include seated volleyball, wheelchair basketball, goalball or a walk or scavenger hunt around the playground with blindfolds.
Sausage sizzle	<ul style="list-style-type: none"> Hold a sausage sizzle. You can also raise money to support a local disability organisation or charity.
Film screening	<ul style="list-style-type: none"> Hold a film screening with short films or videos featuring people with disability or disability themes. Check out Focus on Ability for a great range of short films.
Class activities	<ul style="list-style-type: none"> Incorporate disability themes and issues in the classroom. This could include organising group activities on IDPwD, such as watching videos, playing games or completing the lesson ideas and student activity sheets.

Event tips

Once you've decided what type of event you want to hold, here are a few tips to get you started.

Set your goal

- Decide what you want to achieve from your event – what is the overall purpose of your event? How will you celebrate people with disability? How will your event contribute to promoting inclusion in the longer-term?
- Consider the size of your event and who you want to attend – do you want a large event for the whole school community or do you want to run smaller activities or events in the classroom? Do you want external speakers and entertainment?
- Make sure you consider your event budget.

Get others on board

- Decide who will organise your event – will the faculty or students take the lead? Will you need help from parents or volunteers in the community? Consider putting together an event planning committee to brainstorm ideas and allocate tasks for your event, including organising speakers, catering and activities
- If you need to reach out to external organisations or suppliers to support your event, make sure you get them on board early.

Choose a name and theme

- Think of a catchy name for your event to get everyone excited.
- You may also like to consider an overall theme for your event.

Location, location

- Choose a suitable venue that can accommodate your expected number of guests and your requirements – do you need to hire additional staging, audio or equipment? Do you need catering? If your event is outdoors, do you have a wet weather contingency plan?
- Most importantly, make sure your venue is accessible – this includes considering requirements of people with disability who may be supporting or attending your event. See the section **Make your event accessible** for things to consider.
- Reach out to local disability organisations or experts if you need advice.

Invite special guests or speakers

- Consider inviting a speaker to your event, such as a local community leader, disability advocate or person with lived experience of disability.
- Reach out to special guests early to confirm their availability and any assistance they may need (e.g. carer, interpreter or catering requirements).

Make it official

- Register your event at www.idpwd.com.au
- You have the option to keep your event private or advertise it on our community event calendar.

Spread the word

- Send out your invitations! If you are inviting people outside of your school, make sure you give them plenty of notice.
- Consider how you will promote your event, this may include:
 - Word-of-mouth
 - School newsletters, bulletins or noticeboards
 - Promotional posters or flyers
 - Advertisement in your local newspaper or pitching your event to local media
 - Listing it on the [community event calendar](#) on the IDPwD website.
 - Website or social media - make sure you tag @idpwd on Facebook or Twitter or use the hashtag #idpwd on all of your social media channels.

Plan your celebration

- Plan and organise all of your event logistics, including catering and equipment. Make sure you consider any additional equipment you may need to hire or source externally to for your event. Check out the **Event Checklist** below.
- Make sure your event is accessible for guests with disability – see **Make your event accessible** for some things to consider when planning your celebration.
- Think about how you will theme and decorate your event, including any printing requirements. Check out the IDPwD website for pull-up banners, posters, decorations and other printable resources.

Celebrate!

- Now that you've done all of the hard work, make sure you take time to enjoy your event.
- We also want to know about all of the events that happened across Australia for IDPwD, so make sure you share your celebration online and tag us at @idpwd or use the hashtag #idpwd.

Make your event accessible

Planning

- When choosing a venue, check to make sure all areas are accessible, including entrances, aisles, staging and entertainment areas and catering areas. Also make sure there are accessible toilets and parking spaces in close proximity to the venue.
- Allow sufficient time in your event program for people who may need frequent breaks or more time to move between activities.
- Make sure your venue has good lighting and ventilation.
- Hire additional equipment if needed to support your event. For example if your event has an audio component, consider booking an AUSLAN interpreter or hiring a hearing loop system.
- Seek advice from local disability organisations or experts if you need assistance.

Setting up

- Secure electrical equipment, making sure areas are accessible without trip hazards.
- Reserve appropriate seating or areas for guests that require special assistance, including people with a hearing or vision impairment, people with wheelchairs or mobility aids, people with assistance dogs, and people with interpreters or carers.

On the day

- Make sure event signage is in place and easily visible. The print should be large enough and written in Plain English so it is easy to understand.
- Make sure all of your event staff and volunteers have been briefed on accessibility so they can assist guests, including location of toilets, designated seating areas and alternative forms of communication.
- Designate staff to meet and greet attendees and invited guests.
- Ensure that all your guests are settled and as comfortable as possible.

Communication

- Use an accessible font for event signage and materials, such as programs and nametags (as large as possible using a contrasting colour).
- Use contrasting colours if you are using a PowerPoint presentation (i.e. light coloured text on dark background or dark font on a white background). Also have written copies of presentations available on the day.
- If you are using interpreters, provide them with documents at least one week in advance.
- Consider making written information available in alternate forms such as Easy Read, large print, audio recording or Braille, as required.
- Use appropriate and respectful language when communicating with people with disability.
- Consider different methods of promoting your event to tailor to a range of disabilities. Also check any information or materials published online to make sure they are available in an accessible format, such as Word or HTML.

Event planning checklist

Plan your celebration

- ☐ Choose your celebration
- ☐ Book a venue
- ☐ Confirm the date and time
- ☐ Tell everyone involved in planning your event

Make it official

- ☐ Register your event on the [IDPwD website](#)
- ☐ Request official IDPwD merchandise on your registration form

Invite guests and speakers

- ☐ Invite officials, community leaders, local stars and/or speakers
- ☐ Design and send out your event invitations using the [IDPwD logo and style guide](#)

Organise your logistics

- ☐ Finalise your event program, speakers and entertainment
- ☐ Confirm catering, including special dietary requirements
- ☐ Confirm set-up and equipment, including AV, staging and seating arrangements
- ☐ Confirm your final guest list and/or ticketing arrangements
- ☐ Confirm parking arrangements and reserve specific parking spots or areas if needed
- ☐ Book a photographer or organise someone to take photos
- ☐ Make sure your event is accessible

Make some noise

- ☐ Develop promotional materials and apply the [IDPwD logo](#)
- ☐ Promote your event on your website and social media pages using the [IDPwD graphics and banners](#)

Theme and decorate your event

- ☐ Download and print [IDPwD resources](#) for your event, including posters, banners, activity sheets, fact sheets and a selfie frame for social media
- ☐ Make your event signage and materials using the [IDPwD logo and style guide](#)

Connect with us

- ☐ Follow @idpwd on [Facebook](#) and [Twitter](#)
- ☐ Subscribe to our mailing list on the [IDPwD website](#)

After your event

- ☐ Thank everyone involved in your celebration – you can use our [IDPwD certificate](#)
- ☐ Post photos from your event on your website and social media pages – make sure you tag @idpwd or include the hashtag #idpwd
- ☐ Share your celebration with us via the [Share Your Story form](#)

Learn about disability in the classroom

IDPwD is not just about a single day or celebration, but about raising awareness, understanding and acceptance of people with disability all year round!

We have therefore developed a range of [lesson ideas and student activity sheets](#) on the IDPwD website to help teachers incorporate disability themes and issues in the classroom. Here is just a sample of the lesson ideas:

- Students could write a short story about a visit to their favourite place. They cannot describe how the place looks: they must describe how it smells, sounds and feels.
- Students could interview a person with disability and then present the interview as a magazine or newspaper article.
- Students could analyse how people with disability are portrayed in media and popular culture (TV, movies, music, books etc.) and discuss their findings.
- Students could split up into small groups to research a disability and then present their learnings to the class, including how it may have changed their assumptions about disability.
- Students could create large posters to celebrate International Day of People with Disability and place them around the school for parents and visitors to see.
- Students could research famous artists with disability and try using their methods or painting in their styles.
- Students could brainstorm and research ways in which people who are deaf enjoy music, considering vibrations and movement.
- Students could work together in small groups to modify their favourite sport or activity so it is accessible for people with disability.
- Students could research one sport or athlete from the Paralympic Games and then share what they learned with the rest of the class.

Additional class resources

- Download and print our [activity sheets for students](#) to complete in the classroom – this includes a diversity acrostic poem, a celebration of ability word match, communicating with Braille activity sheet and a senses scavenger hunt!
- There are also some fun [activities for kids](#) on our website, including a colour in poster, a chatterbox with disability facts and challenges, and a make-your-own paperchain.
- You can also check out online resources, such as [TED Talks](#), [YouTube](#) or [Focus on Ability](#) to find some great videos, short films, articles and podcasts about disability and the experiences of people with disability. Use these resources to start a conversation in the classroom to challenge perceptions, normalise disability and grow inclusion.

Join or start a conversation

If you can't organise or attend an event, you can still get involved in IDPwD and help raise awareness in your community.

One in five people, or 4.4 million Australians, have a disability. By joining or starting a conversation about disability, you can challenge stereotypes, educate others and help make our community more accessible and inclusive for people with disability.

There are a number of ways you can help spread the word:

- Post messages on your school's social media pages, including details of how you celebrated IDPwD or what your school is doing to help grow inclusion.
- Publish an article in the school newsletter.
- Display posters or flyers in classrooms, break areas or on your school noticeboard.
- Send targeted emails to the faculty, parents and/or stakeholders to encourage them to get involved.
- Talk within your networks – start a conversation at your next meeting or morning tea!
- Support other IDPwD events in your local community or online. Check out our [community event calendar](#) for events happening near you.
- Follow @idpwd on [Facebook](#) and [Twitter](#) to be part of the community and help spread positive stories about people with disability all year round.

The smallest action can make a difference! To get you started, we have developed some key messages, social posts and a newsletter article.

A range of digital resources are also available on the [IDPwD website](#).

Key messages

- International Day of People with Disability is a United Nations observed day celebrated on 3 December each year to increase public awareness, understanding and acceptance of people with disability.
- It is an opportunity for our community to make positive changes to the lives of 4.4 million Australians with disability.
- Join us on 3 December to celebrate the contributions and achievements of all Australians with disability.
- We want to join the conversation about the issues experienced by people with disability to help grow inclusion in our community.
- Together, we can actively remove barriers for people with disability and encourage them to reach their full potential all year round.

Social media posts

Social media can be a great tool to spread the word about IDPwD in your community. We have provided a few suggested posts to get you started. Make sure you tag @idpwd on [Facebook](#) and [Twitter](#), or use the suggested hashtag #idpwd.

Facebook

#	Timing	Suggested content
#1:	Pre-event	We're holding an event to celebrate International Day of People with Disability! Join us for a day of fun and conversation [link to event details] #idpwd
#2:	Event reminder	International Day of People with Disability is almost here! We can't wait to celebrate the contributions and achievements of people with disability. Find out more at [registered event web link] . #idpwd
#3:	Event day	Today we celebrate International Day of People with Disability. Join us for [details of the event] . Together we can remove barriers for people with disability and help make our community more inclusive #idpwd
#4:	Post-event	Look how we celebrated International Day of People with Disability! Our school held a [details of the event] to help grow inclusion in our community. [Insert event photographs] #idpwd
#5	Generic post	Today we celebrate International Day of People with Disability. Together we can remove barriers for the 4.4 million Australians with disability and help make our community more inclusive #idpwd

Twitter

#	Timing	Suggested content
#1	Pre-event	Join us on [event date] for [event name] as we celebrate @idpwd. Check out [registered event web link]
#2	Event day or generic post	Today we celebrate @idpwd. Let's all work together to make our community more inclusive for the 4.4 million Australians with disability
#3:	Post-event	Thank you to everyone who joined us on @idpwd to celebrate the contributions and achievements of people with disability. [Insert event photographs]

Newsletter article

We have included a basic article template below for you to customise with details of your IDPwD celebration.

Celebrate International Day of People with Disability with [School]

International Day of People with Disability (IDPwD) is a United Nations day that celebrates the contributions and achievements of people with disability.

By acknowledging this important day, we can take action to remove barriers for the 4.4 million Australians with disability and contribute to positive change in our classrooms and our community.

This year [School] will mark the International Day of People with Disability by [insert details of how you will be celebrating].

We encourage all students, their families and carers to join the celebration this IDPwD. Together, we aim to help break down barriers, promote diversity and respect and grow inclusion in our community.

For more information about [school event], go to [website address] or contact [phone number/email address]. You can also visit our [Facebook page] for updates and to see how we celebrated!

You can also check out the IDPwD website www.idpwd.com.au for more information.

More information

Go to www.idpwd.com.au to find out more and access the latest news, stories and resources. You can also subscribe on our website to receive updates.

Follow @idpwd on [Facebook](#) and [Twitter](#) to join the conversation online.

You can also email us at idpwd@dss.gov.au or call us on 1800 440 385 (TTY users, phone 1800 555 677 and ask for 1800 440 385).