



A GUIDE TO INCLUSIVE LANGUAGE

THIS DOCUMENT CAN BE USED AS A GUIDE FOR ACCEPTABLE AND INCLUSIVE LANGUAGE AND TERMINOLOGY IN LINE WITH SOME OF THE CHARACTERISTICS PROTECTED UNDER THE EQUALITY ACT 2010.

Disclaimer:

Some of the language included within this document is derogative and unlawful and may be deemed offensive. This language has been used for educational purposes and to create awareness.

Language is continuously evolving, and the phrases and definitions used within this document are not exhaustive and are subject to change.





AGE

People can feel excluded by negative or condescending language that reinforces age-related stereotypes. This includes language intended to be positive towards a certain age group. Usually, there are more neutral terms that can say the same thing.

ACCEPTABLE

Mature individual / Elderly person / Older people
Young person / Young adult / Younger people

AVOID

The aged / Old / Pensioners / The elderly
The young / youths / youngsters

DISABILITY

The Equality Act 2010 defines disability as ‘a physical or mental impairment that has a substantial and long-term adverse effect on a person’s ability to carry out normal daily activities’.

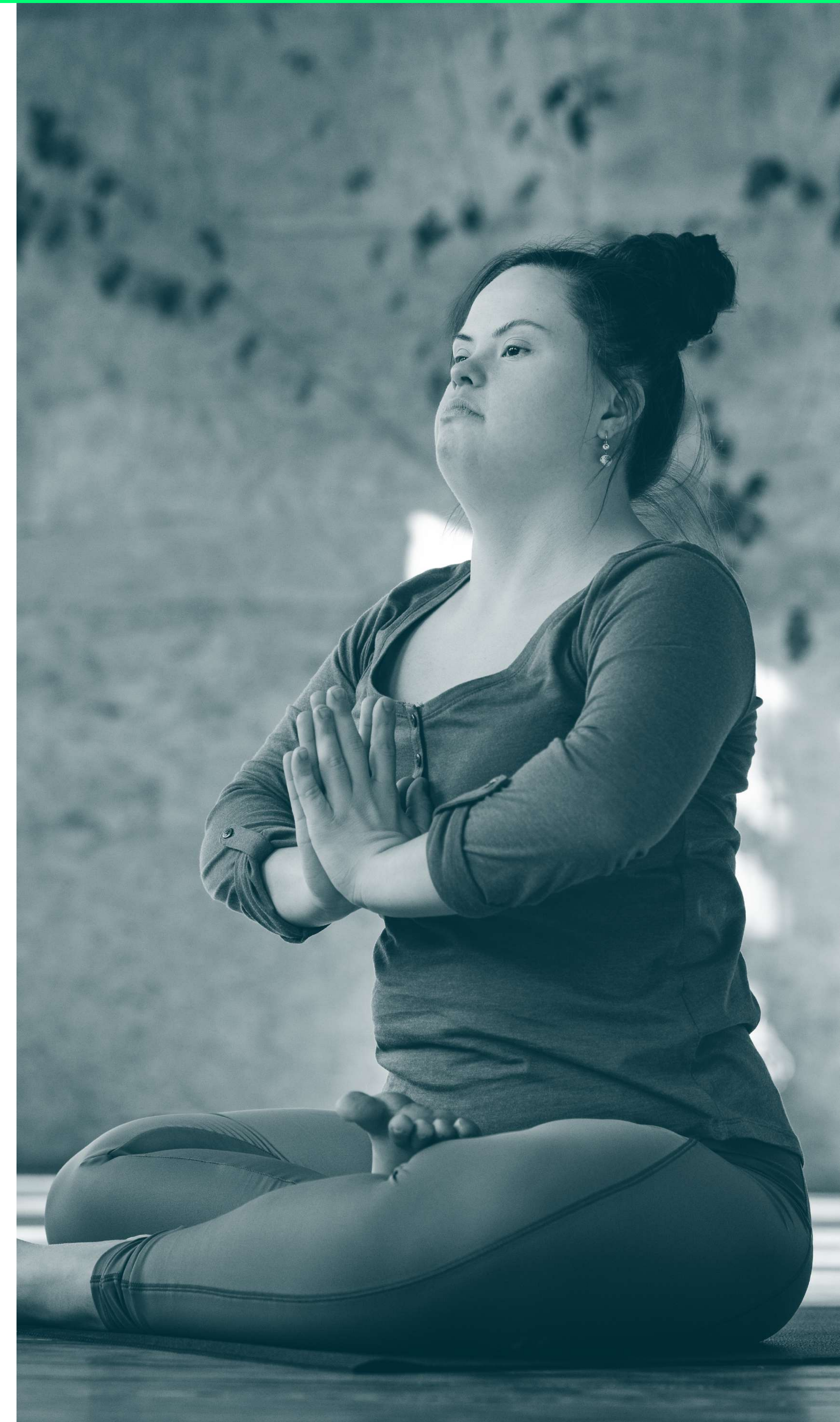
The term ‘impairment’ is often used by disabled people as the word that refers to their medical condition. There are many kinds of impairments which may or may not be obvious and/or visible. Some are invisible, such as mental health conditions (like depression) and physical disabilities (such as cerebral palsy). In the UK, the preferred term for describing people who have an impairment is ‘disabled people’ rather than ‘people with a disability’

ACCEPTABLE

- Disabled person/people
- Non-disabled person
- Has (specific condition or disability)
- Learning (or intellectually) disabled person / A person with a learning disability
- A wheelchair user
- A blind person / a partially sighted person / a person with visual impairments
- A person with restricted growth or short stature
- A person who is deaf and / or hard of hearing
- A person with a mental health condition
- A person with (specific medical condition)
- Neurodiverse people / A person with Autism, Dyslexia (specific neurodiverse condition)

AVOID

- Cripple / handicapped / invalid / spastic
- Normal / Able-bodied
- Suffers from / victim of / battling (specific condition or disability)
- Mentally ill / mentally handicapped / simple / retarded
- Confined to a wheelchair/ wheelchair-bound
- The blind / visually impaired
- Midget / Dwarf
- The deaf / Deaf and dumb
- Mental / Insane
- A diabetic, epileptic etc.
- The autistics



A close-up, black and white photograph of two hands, one from a person with a darker skin tone and one from a person with a lighter skin tone, holding each other's fingers to form a heart shape. The background is softly blurred.

SEX, GENDER AND SEXUAL ORIENTATION



ACCEPTABLE:

BI

Bi is an umbrella term used to describe a romantic and/or sexual orientation towards more than one gender.

CISGENDER / CIS

Someone whose gender identity is the same as the sex they were assigned at birth.

GAY

Refers to a man who has a romantic and/or sexual orientation towards men. Also a generic term for lesbian and gay sexuality - some women define themselves as gay rather than lesbian. Some non-binary people may also identify with this term.

HETEROSEXUAL / STRAIGHT

Refers to a man who has a romantic and/or sexual orientation towards women or to a woman who has a romantic and/or sexual orientation towards men.





LGBTQ+

The acronym for lesbian, gay, bi, trans, queer and/or questioning.

LESBIAN

Refers to a woman who has a romantic and/or sexual orientation towards women. Some non-binary people may also identify with this term.

NON-BINARY

An umbrella term for people whose gender identity doesn't sit comfortably with 'man' or 'woman'.

Non-binary identities are varied and can include people who identify with some aspects of binary identities, while others reject them entirely.

QUEER

Queer is a term used by those wanting to reject specific labels of romantic orientation, sexual orientation and/or gender identity.

TRANSGENDER / TRANS

An umbrella term to describe people whose gender is not the same as, or does not sit comfortably with, the sex they were assigned at birth.



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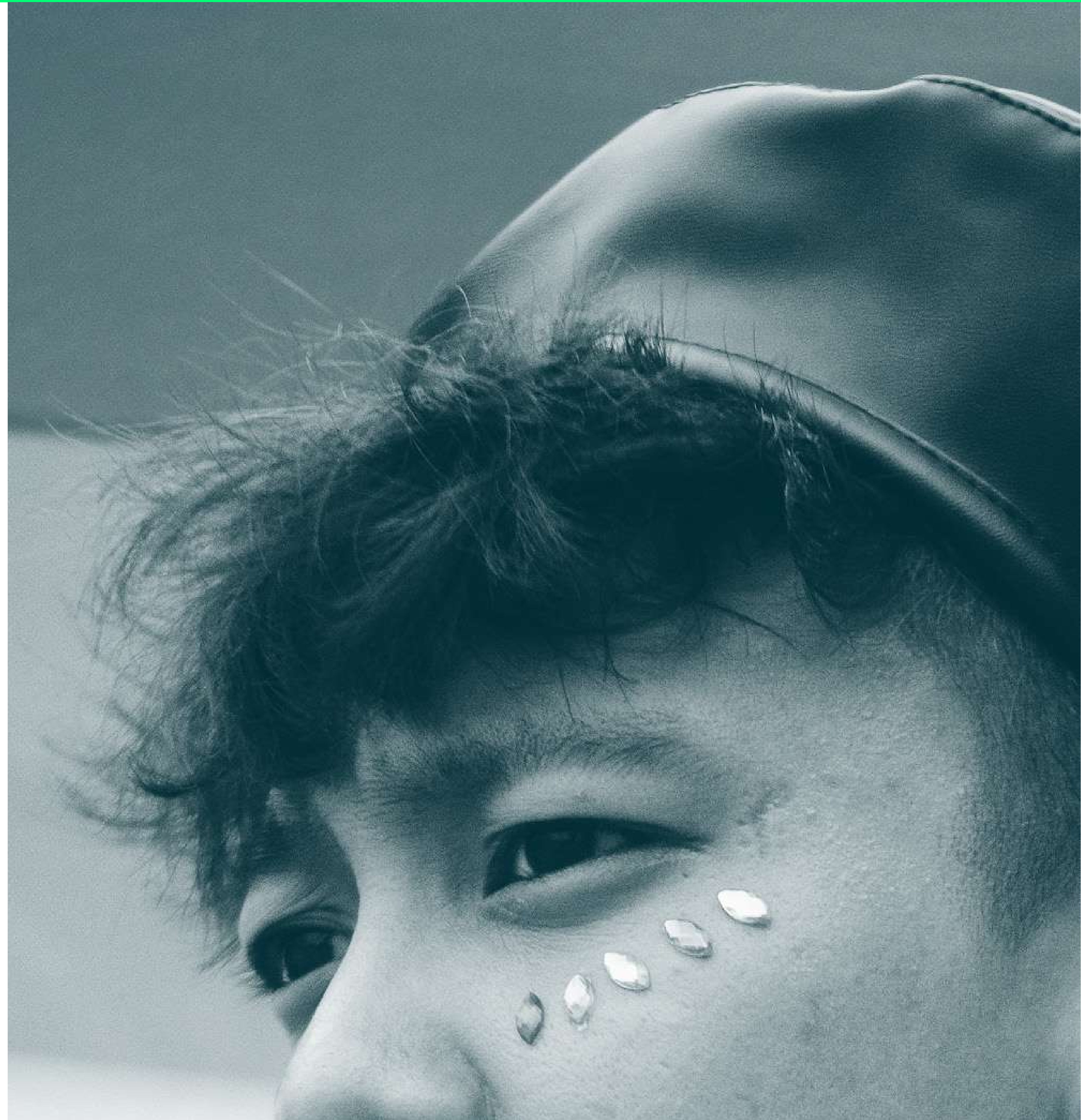
AVOID:

HOMOSEXUAL

This might be considered a more medical term used to describe someone who has a romantic and/or sexual orientation towards someone of the same gender. The term 'gay' is now more generally used.

Slurs such as: Fairy / Dyke / Faggot / Tranny / Puff

More information and definitions relating to LGBTQ+ language and terms can be found [here](#)



RACE AND ETHNICITY

In the Equality Act 2010, the protected characteristic of 'race' is defined as including colour, ethnic or national origin, or nationality.



ACCEPTABLE:

AFRICAN-CARIBBEAN

Widely used and acceptable to almost anyone of Caribbean background with historic African roots (It has replaced Afro-Caribbean) Those wishing to stress their African ancestry, whether born in Britain or the Caribbean are more likely to simply call themselves African. (Show Racism the Red Card)

BLACK OR BLACK PEOPLE

Black is a term that has been chosen by and is used by black people. There are lots of rumours that cause people to feel uncomfortable about saying black, this is untrue and as a descriptive term it is completely acceptable. (Show Racism the Red Card)

CHINESE

Chinese is the correct term for the nationality of a person from China.



ETHNIC MINORITY GROUPS

Technically accurate and can be used for all such groups or a particular one. The sequence *minority ethnic group* is preferred by some people in the hope that it may discourage the ignorant usage above: it keeps the words 'ethnic' and 'group' together to stress that everyone has ethnicity, but some ethnic groups are minorities. (Show Racism the Red Card)

MIXED RACE / MIXED PARENTAGE / MIXED HERITAGE / DUAL HERITAGE

These are acceptable alternatives to describe a person's ethnicity. This relates to a person having parents, grandparents, or great-grandparents of different races, cultures, or ethnicities.

PAKISTANI / ASIAN

Pakistani is the correct term for the nationality of a person from Pakistan. People from an Asian background sometimes refer to themselves as 'brown', which is an acceptable descriptor, along with the term Asian.

NOT RECOMMENDED:

BLACK, ASIAN AND MINORITY ETHNIC (BAME)

BAME stands for 'Black, Asian and Minority Ethnic'. However, this term has come under scrutiny, and more appropriate alternatives include: '**Ethnic minority**' and '**ethnically diverse communities**'.

GYPSY / ROMA / TRAVELLER

The terms Gypsy, Roma or Traveller may be appropriate but proceed with caution as there are many different Gypsy and Traveller groups, and the term can often carry negative connotations.



UNACCEPTABLE:

CHINKY (THE C-WORD)

Chinky (also chink) is an ethnic slur referring primarily to a person of Chinese ethnicity, although it is sometimes used to refer to people of other Asian descent.

COLOURED

This is an outdated word with the potential to cause offence due to the negative connotations associated with the word, relating back to historical usage. The term 'coloured' is synonymous with racial segregation.

YID (THE Y-WORD)

'Yid' comes from the Yiddish term for Jew. Yiddish refers to the language spoken by Ashkenazi Jews (from Central and Eastern Europe, and their descendants), with many theorising the date of origin to be as far back as the 10th century. Within modern society, the term is often used in a derogatory and offensive context.

NIGGER (THE N-WORD)

The history of the word nigger is often traced to the Latin word niger, meaning Black. The term has origins from outdated and derogatory social theories about Black people. It is unlawful and extremely offensive.

PAKI (THE P-WORD)

This is often used as an insulting and contemptuous term to describe individuals from the Pakistani community or a neighbouring south Asian country. The term is unlawful, offensive and derogatory.

GYPO / PIKEY

These are offensive and derogatory terms used to describe Gypsies or Travellers, often used to describe someone who is scruffy, creating negative associations with gypsies.

HALF-CASTE

Historically used to describe people of dual heritage or mixed race/ethnicity. It is derived from the Latin castus, meaning pure. In other words, half-caste meant a person that was half-pure.