



Inclusive language

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She/her

28/5/2020

Why is this important?



DID YOU KNOW...
YOUR WORDS

- Can be hurtful?
- Can make you less approachable?
- Might be offensive?
- Can create an inclusive campus?
- Can generate kindness?

Image from Atlas Corps

This isn't about controlling or judging what
anyone says or thinks

Language is always evolving and people have
different opinions

The most important things are respect, empathy
and an open mind

General guidelines



Specific examples

Confined to a wheelchair	➔	Wheelchair user
The common man	➔	The average person
Christian name	➔	First name; given name
Minorities	➔	Underrepresented group
Disabled toilet	➔	Accessible toilet
Transsexual; transgendered	➔	Trans(gender)
Guys (to refer to a group)	➔	Everyone; folks; all
Mentally handicapped	➔	Person with a learning disability

Useful concepts

- **Ableism:** Practices and attitudes in society that assume there is an ideal body and mind that is better than all others.
- **Heteronormativity:** A default assumption of heterosexuality and stereotypical gender norms.
- **Microaggression:** brief and common communications that transmit derogatory or negative messages to a person because they belong to a marginalised group.
- **Privilege:** A right or advantage that only some people have access to because of their social group membership.
- **Reclaimed language/words:** Words with a history of derogatory use that members of the oppressed group have decided to use for themselves.

Respect

Empathy

Open mind

Any questions?

Further reading

- [Gender-specific proofing tool in Word](#)
- [Institute inclusive language guidelines](#)
- [Relearning how to speak: how to be more inclusive every day through language](#)