

## Ethnicity Language guide

**This guide outlines the language and terminology we use in Anchor when referring to different ethnic groups. This is important, as using the correct language to refer to individuals is an important way of showing respect.**

### **Race and ethnicity**

We refer to ethnicity rather than race. This is because ethnicity is more commonly used on external forms and surveys and using consistent terms in this way helps to avoid confusion.

We only refer to a person's ethnicity if it is directly relevant; and we are as specific as possible when doing so to avoid making generalisations. For example, specifying '*Black Caribbean*' or '*Black African*' rather than '*Black people*'. Similarly, we specify Gypsy Traveller, Irish Traveller or Romany Gypsy to avoid grouping individuals from different backgrounds together (e.g. as Travellers).

We do not use the terms BME (Black and minority ethnic) or BAME (Black, Asian and minority ethnic), or minority ethnic. Where we need to make a comparison with the White British population, we would say '*ethnicities other than White British*'. This would include ethnicities such as Gypsy and Irish Travellers.

Grouping a large range of ethnicities together in this way will be avoided wherever possible as it suggests those within the group will have similar opinions, lived experiences and face the same challenge. In reality this term encompasses a hugely diverse group. Similarly, reporting in this way can mask challenges with diversity. For example – reporting collectively on the number of minority ethnic colleagues with a particular job title could hide the fact all those employed in that role are from one particular ethnic background, while another ethnic group is completely unrepresented at this level.

### **Other terms and phrasing**

We use phrases such as '*people from a Black Caribbean background*', '*the Black ethnic group*', '*White people*' or '*Black people*'. We do not use '*non-White*', '*people of colour*', '*Blacks*', '*Whites*' or '*Caucasian*'.

We don't say '*Mixed people*' or '*Mixed race people*', and instead refer to '*people with a Mixed ethnic background*' or '*people from the Mixed ethnic group*'.

We do not use asylum seeker, refugee and immigrant worker interchangeably as there are distinct differences between these groups.

We don't use slashes (/) in commentary as this implies terms are the same or interchangeable.



### **Capitalisation**

We capitalise all ethnic groups and nationalities (e.g. Asian, Black Caribbean, Mixed, White and Other). This is because some ethnic groups such as Asian and Indian start with a capital letter, so it maintains a consistent approach for all groups. It also makes content, specifically lists, easier to read.

### **Order of ethnic categories**

Ethnic groups will be ordered alphabetically, with '*Other*', '*Unknown*' or '*Prefer not to say*' as a final category where relevant.