

Policy and Procedure Analysis with an Equity Lens: What to Look For

1. **Language.** Do policy and procedure documents contain biased or discriminatory terminology? Do they contain any language that is inequitable or privilege-norming?
2. **Tone.** Do documents feature any framing or language that feels condescending? Does their tone suggest a hyper-punitive culture or ideology?
3. **Clear bias.** Are any policies clearly and obviously racialized, gendered, or in any other way biased, such as policies that target particular identity groups or that create specific disadvantage for those groups?
4. **Potential for bias.** To what extent do policy and procedure documents explicitly attend to policies and practices that are framed in a way that creates significant *potential for* bias in application? Are there policies, stipulations, or components for which bias and inequity in application is predictable based on what we know from existing research?
5. **Inflexible discipline policies (for schools).** Are punishments preassigned to behaviors without accounting for the underlying causes of behaviors?
6. **Unequal implications.** Are there policies or procedures that, even if applied equally, have disproportionate negative impact on people who are already marginalized in the organization?
7. **Trauma-informed framing.** Do policies and procedures account for trauma impacts? Do they potentially cause trauma?
8. **Criminalizing language.** Do policies contain criminalizing language or criminalize children in any way?