Access and Equity Policy

Australis College
RTO Number 31518

VISION
To be Australia’s most trusted RTO.

MISSION
To provide exceptional industry-relevant training that creates real employment outcomes for our students.

VALUES
Student-focused | Innovation | Courage | Quality | Learning | Accountability | Health & Wellbeing

APPROVAL AND AUTHORISATION
Completion of the following signature blocks signifies whom is responsible for the creation, implementation, review and approval of this Policy.

<table>
<thead>
<tr>
<th>Name</th>
<th>Job title</th>
<th>Date</th>
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<tbody>
<tr>
<td>Prepared by</td>
<td>Vicki O’Callaghan</td>
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<td>Vicki O’Callaghan</td>
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<td>Approved by</td>
<td>Andrew Hetherington</td>
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Prepared by: Vicki O’Callaghan
Job title: Student Support Manager
Date: 15/12/2014

Owned by: Vicki O’Callaghan
Job title: Student Support Manager
Date: 15/12/2014

Approved by: Andrew Hetherington
Job title: Managing Director / Chief Executive Officer
Date: 15/12/2014
SUMMARY OF REVISIONS

Australis College is committed to maintaining systematic control over its documentation. This includes the accurate recording of amendments and versions of documents through the Version Control Register SmartSheet (https://app.smartsheet.com/b/home).

A copy of this register is downloaded regularly and can be accessed via Z:\POLICIES & PROCEDURES\VERSION CONTROL REGISTER_SMARTSHEET DOWNLOAD.

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<tr>
<td>15/12/2014</td>
<td>Sharleen Ejlertsen</td>
<td>Quality Officer</td>
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<tr>
<td>09/01/2015</td>
<td>Sharleen Ejlertsen</td>
<td>Quality Officer</td>
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PURPOSE

Australis College is committed to offering equal opportunity to everyone to access and participate in learning. To ensure all students are treated fairly and with respect, regardless of their background, nationality, disability or sexuality.

SCOPE

As a Registered Training Organisation it is the responsibility of Australis College to create and maintain an environment of access and equity, to maximise outcomes for its students. Australis College cooperates with the National VET Regulator ASQA to ensure:

- Students have every reasonable opportunity to complete their training program
- Students needs are addressed
- Students are provided with information on how to access the services they require to successfully complete their training and assessment program

LEGISLATIVE CONTEXT

Access and Equity Policy content based on the Standards for NVR Registered training Organisations 2015

Commonwealth Privacy Act 1988 / Privacy Amendment (Private Sector) Act 2000

Commonwealth Sex Discrimination Act 1984

Commonwealth Racial Discrimination Act 1975

Commonwealth Age Discrimination Act 2004

Commonwealth Disability Discrimination Act 1992

Human Rights and Equal Opportunity Act 1986 (Commonwealth)
Australis College is committed to access and equity principles and processes. These principles are integrated into all college services delivered to students. The College acknowledges and ensures that regardless of cultural background, gender, sexuality, disability or age our students are provided with a learning environment that is free from discrimination and harassment. All Australis College Students are treated in a fair and considerate manner.

1. Access

1.1 Access generally refers to the ability to enter training. Improving access may include improving physical access to a training venue, ensuring that selection criteria do not discriminate against learners and, adaptation of marketing activities to encourage all students.

2. Equity

2.2 Equity is the term used to address issues relating to access to, participation in and achievement of Vocational Education and Training (VET) outcomes. Equity issues may range from providing a supportive learning environment to adjusting assessments to meet the needs of the individual student, including policies on fees and the development of inclusive training materials.

2.3 Equity is about treating students as individuals and recognising the differences, it is about ensuring that all people and all groups of people participate, have the opportunity to reach their potential, make choices and receive responsive and appropriate products and services. Although the outcome for all students is the same, Australis College has identified and understands that the journey required by individuals may be different. As an example, some students may gain the qualification through a Recognition of Prior Learning (RPL) process; where others may complete training before being assessed, while other learners may require a different timeframe than others, due to family responsibilities or because they are returning to education after a long period.

REFERENCES/SUPPORTING DOCUMENTS

Student Handbook  http://www.australiscollege.edu.au/students
**COMPREHENSION STATEMENT**

### Comprehension Statement

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<td>POL_TA_AE1</td>
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<td><strong>Effective date</strong></td>
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**Key Principles**

- All students of Australis College are to be treated fairly and equally throughout their learning journey, regardless of their nationality, education status, sexuality or disability.
- This encompasses equal opportunity for individuals to be selected for programs offered, and equal opportunity for individuals to access the services they require to successfully complete their training program at Australis College.
- Students are also to be treated fairly and equally when being assessed. This also includes access to assessment and application material for Credit Transfer and Recognition of Prior Learning.

**Declaration**

I have read and understood this SOP and related key principles.

Name: ________________________________________________

Signature: ____________________________________________

Date: _______________________________________________