

Access and Equity Policy

Purpose

This policy outlines ABC Licence Training's commitment to provide fair and equitable access and opportunity to all its current and prospective students and staff members regardless of their age, sexuality, gender, ethnic background, marital status, religion, political convictions, physical disability, or intellectual impairment. ABC Licence Training will under no circumstance discriminate or tolerate discrimination towards its staff and students.

We ensure that course entry requirements, assessment or curriculum do not limit access on the basis of gender, race, social, cultural, religious, disability, philosophical background or age, with the exception where age requirements are specified by a regulatory authority for the issue of a licence. We believe in providing equal access and opportunity to all our learners. Our staff and instructors will assist and support students where appropriate, especially those students with language, literacy, or physical disabilities, so long as the nature of the disability does not preclude them from completing the training and assessment. ABC Licence Training will ensure that all training and assessment services are delivered by staff who are appropriately skilled in access and equity issues.

Scope

This policy applies to all current and prospective students in all modes of delivery as well as the staff members and third-party providers.

Policy

ABC Licence Training will ensure that equity principles for all people are implemented through the fair allocation of resources and the right to equality of opportunity without discrimination.

We will increase opportunities for people to participate in the vocational education and training (VET) system, and in associated decisions that affect their lives. Appropriate student support services will be provided to maximize the chances of under-represented students

achieving positive learning outcomes and placement/employment in their chosen career.

To achieve these aims ABC Licence Training will:

- Ensure the establishment of non-discriminatory student selection procedures which encourage fair access for members of under-represented groups,
- Ensure access and equity issues are considered during curriculum development,
- Ensure the requirements of individual learners are accounted for in the strategic and operational planning processes,
- Provide learners with the opportunity to be involved in the planning and decision-making processes on matters that affect them,
- Provide training programs and services that are accessible to all people in an environment that is free from harassment,
- Seek to provide access to a broad range of high-quality support services that account for the diversity of clients and the needs of people under-represented in VET,
- Seek to provide opportunities for all people to achieve outcomes that meet their personal goals,
- Provide access to staff development to assist facilitators who deliver courses to underrepresented groups.

ABC Licence Training recognises that equity and diversity considerations and initiatives go beyond extending a helping hand to the 'disadvantaged' and responding to legislative imperatives. Fair and equitable access to Vocational Education and Training (VET) can assist all Australians to gain meaningful employment and participate in the economic and social life in their community. This policy is a mechanism to demonstrate ABC Licence Training's commitment to State and National equity legislation and policy requirements including:

Equity

Equity essentially means 'fairness'. In the VET context, it means that people are provided with the opportunity to access, participate, and successfully achieve outcomes. Underpinning the principles of equity is the recognition by ABC Licence Training:

- That it is common for people to identify with more than one equity group,
- Of the differences within and between equity groups,
- That each equity group does not experience the same type of disadvantage, and
- There remain many common systemic barriers for equity groups.

Diversity

Diversity recognises that many factors influence the ability of people to participate and succeed in vocational education, training, and employment, including:

- Prior educational experience
- Cultural diversity
- Language and / or learning styles
- Goals and expectations
- Motivation
- Work and social experiences
- Gender
- Values and beliefs
- Religion
- Income
- Age
- Geographic location.

This policy aims to address the requirements of all potential and actual learners, seeking to participate in training with ABC Licence Training including specific equity groups such as:

- Women
- Indigenous Australian peoples
- People with a disability
- People from non-English speaking backgrounds
- People with English literacy and numeracy needs
- Residents of rural and remote communities.

Beyond these groups, and in recognition of diversity, ABC Licence Training aims to respond to the needs of the local community for example:

- Young and mature age people,
- People in transition from institutions,
- People who are socioeconomically disadvantaged, and
- People with family responsibilities.

Implementation of this policy requires equity and diversity considerations to be embedded into all aspects of ABC Licence Training's planning and operations.

This may be demonstrated by the development and implementation of strategies for specific equity groups as required by National and State agendas. And where strategies do

not exist, the diversity of client/learner needs may be addressed through planning areas such as:

- Resource allocation,
- Support personnel,
- Staff training,
- Curriculum product development and delivery,
- Marketing and promotion, and
- Research.

ABC Licence Training will monitor and review its equity performance in order to:

- Comply with national and state legislation and policies,
- Meet national and state reporting requirements, and
- Modify and improve performance to better achieve access, equity, and diversity objectives.

Management Action & Responsibility

All staff including third party providers and franchisees are responsible for the effective implementation of this policy. CEO is responsible for overall management of this policy.

Definition

- Access and equity mean policies and approaches aimed at ensuring that VET is responsive to the individual needs of clients whose age, gender, cultural or ethnic background, disability, sexuality, language skills, literacy or numeracy level, unemployment, imprisonment, or remote location may present a barrier to access, participation and the achievement of suitable outcomes.
- **VET** means vocational education and training.

Legislative Context

The legislative base for this policy is as follows:

- National Vocational Education and Training Regulator Act 2011 (Cth)

- Standards for Registered Training Organisations 2015
- The Privacy Act 2000(Cth)
- Racial Discrimination Act 1975 (Cth)
- Sex Discrimination Act 1984 (Cth)
- Disability Discrimination Act 1992 (Cth)
- Age Discrimination Act 2004 (Cth).