



## ACCESS AND EQUITY POLICY

**Access and equity** means policies and approaches aimed at ensuring that education and training 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.

We will treat all students with dignity and fairness, acknowledging the adult environment in which we operate and the experience and life skills that they bring to it.

We will ensure we abide by the principles of access and equity, as above, for all to our courses and services.

Scholarships for fee reduction will be available to eligible applicants.

We will provide contextualising of units of competency to suit student needs and differences. We will allow entry and exit points through a qualification.

We will continue to explore the use of emerging technologies to provide learning opportunities that meet diverse needs and remote locations of learners.

As a Registered Training Organisation (RTO), we will determine the support needs of individual learners and provide access to the educational and support services necessary for the individual learner to meet the requirements of the training product as specified in training packages.

This may include providing:

- Language, Literacy and Numeracy (LLN) support
- assistive technology
- additional tutorials
- other mechanisms, such as assistance in using technology for online delivery components.

If support attracts an additional cost to the learner, this will be made clear.

If there are limitations to the support your RTO is able to provide, these limitations will be made clear in information provided to potential learners.

We will encourage a positive image of people with disabilities and provide appropriate support to enable them to participate in our courses and activities, and gain skills that will help them to increase their independence.

We will provide equal access for students with physical disabilities wherever practicable, within the restraints of our financial resources and available premises and facilities.

Staff and trainers with physical disabilities will be given equal access to recruitment, selection and professional development opportunities, available information, the use of premises, equipment and facilities, and other conditions of employment, wherever practicable.

We will provide literacy and numeracy awareness training for our trainers and administrative staff to enable them to better assist participants to meet course requirements.

Program Managers will monitor the progress of all students with disadvantages enrolled in our courses, and will regularly review their performance with their trainers to ensure we are meeting the students' needs.

We will endeavour to ensure that all teaching resources are free from gender, cultural and other reflections of discrimination to enable individuals from disadvantaged groups equal and fair opportunity to demonstrate their competency.

Our commitment to the principles of equal access and equity, and respect for diversity are included in our Code of Practice and in all our induction courses.

Refer also to our Disability Policy.

### Camden Haven Community College Inc.

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