

ACCESS AND EQUITY POLICY FOR STUDENTS

1. Purpose

The purpose of this Access and Equity Policy is to ensure that all students enrolled in programs offered by ET Australia Training College have equal access to high-quality education and training, irrespective of their background. This policy aims to eliminate barriers, foster inclusivity, and create an environment that values and respects the diversity of our students.

2. Scope

This policy applies to recruitment, enrolment and induction of all students.

3. Commitment to Access and Equity

ET Australia is committed to promoting access and equity for students by:

- a. Providing a learning environment that is free from discrimination, harassment, and bullying.
- b. Ensuring equal opportunities for participation, progression, and successful completion of training programs.
- c. Recognising and celebrating the diversity of our student population, including differences in age, gender, cultural or ethnic background, disability, religion, sexuality, and socio-economic background.

4. Student Recruitment

ET Australia Training College is committed to ensure that the recruitment of students for enrolment into a training program is conducted in a fair, transparent and equitable manner to promote diversity, eliminate discrimination and provide equal opportunities for individuals to access our programs.

ET Australia Training College is committed to the following principles for recruitment of students:

- a. Fair and Transparent Processes: Recruitment processes will be fair, transparent, and free from bias. Information about courses, entry requirements, and selection criteria will be clearly communicated to potential students.
- b. Equal Opportunity: All individuals, regardless of their background, will have equal opportunity to apply for and be considered for enrolment in vocational education and training programs.
- c. Diversity and Inclusion: ET Australia Training College values and encourages diversity in its student body. Recruitment efforts will actively seek to attract individuals from different age groups, genders, ethnicities, abilities, religions, sexual orientations, and socio-economic backgrounds.

4.1 Implementation of Access and Equity in Recruitment

Marketing and Information Dissemination: ET Australia Training College will ensure that marketing materials and information about its programs are inclusive and accessible. Efforts will be made to reach diverse communities through various channels.

4.2 Application Process

Accessibility: The application process will be accessible to all individuals. Alternative formats for application forms and information will be made available upon request.

Reasonable Adjustments: ET Australia Training College will make reasonable adjustments to accommodate the needs of applicants with disabilities during the application process.

4.3 Selection Criteria and Assessment

Fair and Relevant Criteria: Selection criteria will be fair, relevant to the program, and aligned with the skills required for successful completion. Any contractual criteria associated with funded training programs must be considered during the assessment process.

5. Inclusive Learning Materials and Methods

ET Australia Training College will ensure that learning materials and delivery methods are inclusive and accessible to all students. This includes providing alternative formats for learning materials, accommodating diverse learning styles, and making reasonable adjustments for students with disabilities.

6. Support Services

ET Australia Training College is committed to providing support services to assist students in overcoming barriers to learning. These services may include additional tutoring, mentoring, and reasonable adjustments to assessment methods.

7. Equal Opportunity in Assessment and Feedback

ET Australia will ensure that assessment processes are fair and equitable. Students will be assessed on their competence and understanding of the subject matter, free from bias and discrimination. Constructive feedback will be provided to support student learning and improvement.

8. Recognition of Prior Learning (RPL) and Credit Transfer

ET Australia Training College will provide transparent and accessible processes for Recognition of Prior Learning (RPL) and Credit Transfer, recognizing the skills and knowledge that students bring with them. This promotes fair and efficient pathways for all students.

9. Culturally Inclusive Practices

ET Australia Training College will foster a culturally inclusive environment that respects and celebrates the cultural diversity of our students. This includes recognizing cultural practices, providing language support where needed, and promoting cross-cultural understanding.

10. Complaints Handling

ET Australia Training College will establish and maintain a clear and accessible process for students to raise concerns or complaints related to access and equity. Students are encouraged to use this process to report any instances of discrimination or unfair treatment.

11. Review and Continuous Improvement

This Access and Equity Policy will be regularly reviewed to ensure its effectiveness and relevance to the needs of our student community. ET Australia Training College is committed to continuous improvement in access and equity practices.

12. Responsibilities

The responsibility for implementing and monitoring this policy rests with ET Australia's CEO and the Training College Manager, who will ensure that staff and students are aware of their responsibilities in maintaining access and equity principles.

This policy complies with Standards for RTOs 2015 Standard 5			
<i>Amendment</i>	<i>Date</i>	<i>Change</i>	<i>Associated Documents</i>
Revised policy	13/12/2024	Policy was re-written.	
APPROVED BY:	Training College Manager		DATE: 6 Feb 2024