



# DIVERSITY POLICY

## 1. Purpose of policy

Through this policy the College commits to establish and promote a work and study environment which values the diversity of its staff and students. The College aims to facilitate equitable access and full participation for both staff and students who are from disadvantaged backgrounds or who are under-represented. The College encourages all members of the College community to take personal responsibility to eliminate practices that are discriminatory in nature or promote inequity.

## 2. Policy scope and application

This policy applies to both staff and students of the College in any area and at any time in which they are undertaking work or study related activities either in Australia or overseas. This policy also applies to affiliates of the College, including but not limited to internship holders, contractors and visitors to the College.

## 3. Definitions

**Attribute** means a characteristic which a person has, or may be assigned to have now, previously or in the future. A protected attribute is one that is listed in the Equal Opportunity Act 2010 (VIC) and includes:

- age
- carer and parental status
- disability (including physical, sensory and intellectual disability, work related injury, medical conditions, and mental, psychological and learning disabilities)
- employment activity
- gender identity, lawful sexual activity and sexual orientation
- industrial activity
- marital status
- physical features
- political belief or activity
- pregnancy and breastfeeding
- race (including colour, nationality, ethnicity and ethnic origin)
- religious belief or activity
- sex
- expunged homosexual conviction
- personal association with someone who has, or is assumed to have, one of these personal characteristics.
- association with, or relation to, a person identified on the basis of any of the above attributes.

**Reasonable adjustment** means a specific measure put in place to enable equitable access or participation in employment or education.

## 4. Policy Statement

### 4.1 Principles

The College is committed to the principles of equity, fairness and inclusivity. The College acknowledges that there are groups of people who have been subjected to long term and/or systemic disadvantage and commits to amend this by taking appropriate and reasonable measures to ensure equity of access and participation in all parts of college life for its staff, current and prospective students, affiliates, and other members of the college community. The College aims to eradicate any forms of discrimination, harassment, bullying and vilification in all aspects of its operations, and to establish an environment where all those connected with the College can work and study within



a culture based on mutual respect. Such an environment supports the use of inclusive language and respectful interpersonal interactions.

#### 4.2 Actions

4.2.1 The College will ensure that reasonable steps are taken to actively promote an environment in which the diversity of its staff, students and wider community members is valued and where people can reach their full potential without fear of discrimination, bullying or harassment, whether on the basis of an attribute protected under anti-discrimination legislation or some other attribute irrelevant to their role within the College community.

4.2.2 The College will consistently and systematically review its policies, procedures and guidelines to ensure they are in accordance with and reflective of the principles of equity and social justice. It will remove barriers to full participation in employment or education, making reasonable adjustments as required, and consult with those most impacted by its decisions.

4.2.3 The College acknowledges its particular responsibilities to the Aboriginal and Torres Strait Islander people of Australia, and in partnership with the local Elders and their communities, is dedicated to the development of plans and programs to increase access to employment and education for Aboriginal and Torres Strait Islander people.

4.2.4 The pedagogical principles of universal design will be considered and integrated when appropriate so as to improve the quality of the student experience by catering for the diversity of students and the range of learning styles, and by ensuring the teaching and learning experience is inclusive of cultural, social and gender diversity.

4.2.5 The College will consistently and systematically review its employment programs, including recruitment, retention, performance management, promotions, talent identification and workforce planning, learning and development, turnover, and remuneration to ensure practices are aligned with the principles of this policy and free from discrimination and prejudice.

4.2.6 While all members of the College community have a role to play in the implementation of this policy, the CEO, General Manager, Director of Studies are explicitly tasked with the promotion and enactment of this policy and will ensure that both staff and students are aware of their rights, roles and obligations.

#### 5. Authorities/Responsibilities

The following authorities are delegated under this policy:

| ACTIVITY   | COLLEGE OFFICER                       |
|--|---------------------------------------|
| Ensuring accountability of staffs and teachers in implementing this policy | General Manager / Director of Studies |
| Monitoring and reporting to CEO and BOD                                    | General Manager                       |
| Student Rights and Responsibilities  | Student Service                       |
| Indigenous employment Disability Services                                  | General Manager / Director of Studies |
| Student grievance resolution policies and procedures                       | General Manager                       |
| Staff grievance resolution policies and procedures                         | General Manager / Director of Studies |