

Access and Equity Policy and Procedure

Policy

This policy is to ensure that Inner Melbourne VET Cluster as a Registered Training Organisation (RTO) shall, within its commercial, health and safety and social boundaries, endeavor to provide access and equal opportunity within its training programs to all people from all backgrounds to ensure the staff and sub-contractors of IMVC comply with relevant legislation (Charter of Human Rights and Responsibilities Act 2006 (Vic), Disability Act 2006 & Working with Children Act 2005) and relevant guidelines.

IMVC Staff at the time of induction, receive the Equal Opportunity & Diversity policy to ensure that staff are aware of their obligations regarding the above acts and guidelines.

Principles

This policy is based on the following principles:

1. Equity for all people through the fair allocation of resources and involvement in vocational education and training.
2. Equality of opportunity within the system for all people.
3. Access for all applicants to appropriate, quality vocational education and training programs and services and
4. Increased opportunity for people to participate in the VET system.

Objectives

With these principles forming the basis for action, the objectives are:

1. To incorporate access and equity principles and practices in key processes which affect the outcomes for students and clients in the VET system, eg design of training packages and staff development.
2. To achieve equitable access to vocational educational and training services and programs for all present and potential students and clients.
3. To increase participation in relevant decision-making processes within the VET system from people from under-represented groups.
4. To encourage positive outcomes for students and clients of vocational education and training by developing processes that will enable them to participate successfully in the VET system.
5. To develop quality support services which enhance clients and student's chances to achieve positive outcomes.
6. Implement a procedure for making reasonable adjustment to allow people with disabilities to participate and achieve competency in IMVC VET programs.

Procedure

IMVC will endeavor to provide quality training for all social groups by ensuring our training courses are:

- Accessible, (Disability Act 2006)
- Inclusive,
- Supportive of individual learning needs, and
- Meeting industry and community needs.

Environment:

IMVC encourages training and assessing environment that will provide quality training for our clients, without compromising OH&S standards or relevant regulations, via;

- Creating a training environment that is conducive to all,
- Creating a safe learning environment,
- Encouraging diversity of participants background and input into the training experience, and
- Encourage persons that may feel excluded or have had unsuccessful training experiences in the past.

Policy Authorisation:		
Responsibility:	Executive Officer	
Confirmation Date:	14/7/11	Signed:
Version No:	3	Review Date: 30 Dec 2014