



Access and Equity Policy & Procedure

Purpose & Legislative Background

Wall Street College (WSC) is committed to providing a fair and equitable learning and working environment for all WSC students and staff. The purpose of this policy is to articulate and outlines WSC's commitment to access and equity for these stakeholders.

In fulfilling this commitment and its legal obligations, WSC takes all necessary steps to create a safe, fair, equitable and inclusive learning and work environment. WSC also takes a positive role in information and education students and staff of their rights and responsibilities in fostering a learning community that values equality. WSC does not tolerate unlawful discrimination, harassment or victimization in any form.

Scope

All WSC students, staff, committee, board and members.

Aim

This policy aims to provide a study and work environment for students and staff that fosters fairness, equity, and respect for social and cultural diversity that is free from unlawful discrimination, harassment and vilification in accordance with Commonwealth and State legislation (see the Appendix for grounds of discrimination).

Policy

1.0 Commitment to Equity

- 1.1 WSC is committed to providing an environment that upholds the principles of social justice, equity, diversity and social inclusion. WSC strives to build a vibrant community which respects the inherent dignity of the individual and values the unique knowledge, skills, abilities, life skills and competencies that each person can contribute to the learning and workplace culture.
- 1.2 As an educator and employer, WSC affirms its commitment to a comprehensive policy of equal opportunity in regard to education and employment in which individuals are selected for study or employment solely on the basis of their relevant merits and abilities.
- 1.3 As an equal opportunity employer, WSC ensures that all recruitment, selection, promotion and training opportunities are made on the basis of merit and that



decisions are made without reference to unrelated personal characteristics such as sex, race, ethnic background, marital status, age, sexual preference, religion or disability.

2.0 Access and Equity in Practice

2.1 In fulfilling its commitment to access and equity WSC will:

- Foster a culture which values and responds to the rich diversity of its staff and students
- Provide equal opportunity by removing barriers to participation and progression in employment and education so that all staff and students have the opportunity to fully contribute to WSC life
- Promote clear and accountable educational and management policies and practices to engender trust between managers, staff and students
- Enhance the quality of students' learning through the provision of culturally, socially and gender inclusive education in areas such as curricula, teaching methods, assessment and review provisions, written and audio-visual material and support services
- Ensure that its staff and students are aware of their rights and responsibilities
- Ensure all education and training services offered are free from limitation to users based on age, gender, physical, mental, social or other protected characteristics
- Ensure all students and prospective students are informed that WSC will accommodate their learning needs
- Implement reasonable adjustments as necessary to ensure delivery and assessment of all courses to meet individual student needs
- Ensure all practices are free from discrimination
- Deliver education, training and assessment programs and services that are relevant, accessible, fair and inclusive
- Ensure all students are provided with information about access and equity issues and the WSC Complaints and Appeals Policy & Procedure

2.2 Access and equity principles are communicated to students and prospective students and staff by the following means:

- WSC Student Handbook
- WSC Staff Handbook
- WSC Website
- The public availability of this Policy
- Staff induction program
- Access to organisational policies and procedures
- Professional development activities



3.0 Staff Commitment to Access and Equity

WSC personnel will observe the organisation wide commitment to access and equity by ensuring:

- Information and policies relating to access and equity are readily available to all WSC staff
- WSC staff are aware and informed of equal opportunity guidelines and dispute resolution processes and procedures
- All WSC staff interact with prospective students and current students in a courteous, professional and non-discriminatory way

4.0 Making a Complaint

All students and staff have the right to report discrimination and harassment in any form, and to complain when such discrimination takes place. For full information on the complaint or grievance process please refer to the WSC Complaints and Appeals Policy & Procedure.

Management Action and Responsibility

Managers have responsibility for the implementation of the Access and Equity Policy and Procedure.

Final authority vests with the CEO.

Legislative Context

The legislative base for this policy is as follows:

- Fair Work Act 2009
- National Vocational Education and Training Regulator Act 2011 (Cth)
- The ESOS Act 2000
- Education Services for Overseas Students (ESOS) Regulations 2001
- The National Code 2018

Policy Owner:	Wall Street College Pty Ltd
Endorsed By:	CEO
Person Responsible for Implementation:	All Managers
Endorsement Date:	February 2021
Version:	1.0



APPENDIX

- Grounds of discrimination are:
 - Race
 - Sex
 - Marital, domestic or relationship status
 - Pregnancy or potential pregnancy
 - Breastfeeding
 - Homosexuality or other sexual orientation
 - Gender identity (including transgender and gender diverse)
 - Intersex status
 - Age
 - Disability
 - Carer or family responsibilities
 - Association with someone who has one of these characteristics

OR the person has experienced:

- Sexual harassment
- Vilification
- Victimisation

- a) It is also unlawful to terminate employment on any of the grounds listed above, and also on the grounds of temporary absence from work because of injury or illness, membership or non-membership of a union, participation in union activities, and absence from work during maternity or other parental leave.
- b) Grounds of unlawful vilification are:
 - HIV/AIDS
 - Homosexuality
 - Race
 - Transgender (transsexuality)