



Access, Equity and Cultural Diversity

Organisational Area

ORGANISATION

Authorisation

This policy was reviewed and adopted by the Park Orchards Community House & Learning Centre Incorporated (POCH&LCI) on 16th April 2020.

Review Date

This policy will be reviewed every three years or sooner if required.

Scope

This policy applies to Manager, Staff, Board of Management, Trainers, Assessors and Students at POCH&LCI.

Objective

POCH&LCI aims to ensure that individuals have equal opportunities to participate effectively in programs and services regardless of their age, gender, indigenous culture, ethnic origin, (dis)ability, economic circumstance, religious affiliation, political affiliation, or literacy or numeracy skills.

By providing accessible, equitable and equal opportunity programs, training and services to the community we aim to enhance life and work opportunities for people in our local community.

Policy

POCH&LCI will endeavour to provide quality services and education to all sections of the community and to develop relationships with other service providers in the Community and Disability Sector.

POCH&LCI aims to achieve compliance with current disability legislation and ensure that it fulfils the POCH&LCI vision of Strengthened Community Participation, Enhancement and Wellbeing by:

- Continuing to maintain a physical environment that allows access to people with disabilities
- Ensuring course content and assessments are available in a variety of formats
- Implementing a procedure for making reasonable adjustments to allow people with disabilities to participate and gain competency in POCH&LCI Educational programs
- POCH&LCI will develop and implement a range of strategies in its management and delivery of educational services, support services and child and family services to diverse groups in the community.
- To develop and sustain programs, practices and services that is responsive to the needs of diverse and evolving community
- Identifying and breaking down potential barriers to participation.
- Actively pursue funding available to provide these services
- Educating staff and volunteers to help people access translation and interpreting services
- Providing an effective range of programs and services to meet community needs and expectations
- The provision of quality affordable childcare to maximize participation of adults with young children
- Timetabling of classes to fit in with childcare needs of adults
- Providing low cost accessible further education classes targeting older adults, and those with language and literacy needs



Definitions

N/A

Related Documents

Student Complaints and Appeals Policy & Procedure
Student Enrolment Policy & Procedure
Childcare Enrolment Policy & Procedure
Privacy Policy
Legislative Compliance Policy
Student Enrolment Checklist
Language, Literacy & Numeracy Policy

Workplace Health & Safety Procedure
Workplace Harassment Policy & Procedure
Personal Information Disposal Policy
Copyright Policy
Literacy & Numeracy Assessment
Student Enrolment Form

Document Locations

Policy and Procedure Manual
Website

Related Legislation

Australian Quality Standards Framework (AQTF) 2013
Victorian Registration and Qualifications Authority (VRQA) Guidelines for VET Providers (2019)
Education and Training Reform Act 2006
Disability Discrimination Act 1992

Area of Compliance

AQTF Condition 3, Standard 2.1



Date reviewed	Version	Details of changes (if any)	Date of next review
2010	1	Original document	2013
2013	2	Changes to include greater detail	2016
2015	3	Modified policy, updated format	September 2018
16/04/2020	4	General review	16/04/2023

Master document is the Electronic File.

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