

FAIR TREATMENT AND EQUAL OPPORTUNITY POLICY (STUDENT)

PURPOSE

Industrylink Training Pty Ltd promotes its business as a fair and safe one, free from discrimination and harassment. In Australia, national and state laws cover equal opportunity and anti-discrimination in the workplace. As an educator, Industrylink takes its responsibility to create a school free from discrimination and harassment very seriously, and the purpose of this policy is to reiterate our intention to reduce anti-discrimination, promote a fair and equitable education institution and to promote practices and behaviours that are fair and do not disadvantage students because they are attributed to particular diverse groups.

Industrylink subscribes to the basic EEO principles:

- Making sure that our school is free from all forms of unlawful discrimination and harassment;
- Providing programs designed to overcome past or present disadvantage experienced by members of EEO groups;
- Fair and equitable training and assessing practices;
- Management decisions being made without bias;
- Recognition of and respect for the socially and culturally diverse backgrounds of all employees, students and customers; and
- Fair and equitable training practices based upon merit.

SCOPE

This policy strictly applies to all students, staff, contractors and other stakeholders of Industrylink Training.

POLICY

Our aim is to ensure that every student has the appropriate level of training and assessment for their individual needs, and that they get 'a fair go'. What matters to us is that we train and assess all students in the best way possible for their individual needs, regardless of what social, economic or cultural group the person belongs to.

The Chief Executive Officer has the responsibility for the successful implementation and monitoring of this policy, however, every employee is responsible for helping to foster a culture of equal opportunity and lack of discriminatory behaviours in the school.

The work and training environment that we all participate in depends on each and every staff member and as such we have a responsibility to each other. This responsibility is met by all staff applying the principles contained in this policy and Industrylink's values.

WHAT TO DO IF YOU FEEL SOMEONE IS TREATING YOU UNFAIRLY

If a student feels they are being treated unfairly, we want them to tell us as soon as possible, so that we can sort things out as fast as possible.

If this is happening to you, please read our [Grievance Policy](#) or our [Bullying and Harassment Policy](#) about what to do. These policies are available on the shared server ("N" drive), and hard copies are available in the administration office. You will not be victimised for speaking out and Industrylink will do our utmost to ensure that no-one victimises you for either supporting someone else's complaint or for putting forward your own complaint.

IF YOU TREAT SOMEONE ELSE UNFAIRLY

If Industrylink staff find out that a student has been responsible for treating another student unfairly, they may be disciplined. If we find out that you have been responsible for victimising someone because they complained about discrimination or harassment, or because they supported someone else's complaint, you may be disciplined. If what you have done is extremely serious, it could lead to your dismissal or expulsion from studying at the school.

All employees and students of Industrylink have a responsibility to prevent discrimination and harassment from occurring in the school. The CEO is responsible for fostering a work and training environment which is free from harassment and will act as a confidential first contact point for any student wishing to discuss a specific harassment issue.

FURTHER INFORMATION

Industrylink Training is very proud of our reputation for exemplary training practices, and as such we need to ensure students applying to study at our school are suited to a particular course of study. Please refer to our [Student Selection Policy](#) and our [Language, Literacy and Numeracy Policy](#) for further information and clarification. Both of these policies are available in hard copy at our administration office should you require a copy.

Further information can be found in the following resources:

The [Age Discrimination Act 2004 \(ADA\)](#) makes it unlawful to treat people less favourably because of their age, protecting both younger and older Australians.

The [Disability Discrimination Act 1992 \(DDA\)](#) makes it unlawful to discriminate against a person because of their disability. The Act also covers people who are relatives, friends, and carers of people with a disability.

The [Racial Discrimination Act 1975 \(RDA\)](#) provides for 'special measures'. These are programs with the objective of securing the adequate advancement of a group, or individual members, affected by historic disadvantage to help them enjoy and exercise their human rights in full equality.

The [Sex Discrimination Act 1984](#) makes it unlawful to discriminate against a person because of their sex, marital status or because they are pregnant or might become pregnant. It is also against the law to dismiss a person from their employment because of their family responsibilities. The Act promotes recognition and acceptance within the community of the principles of equality for women and men.