

## **Policy for Access and Equity**

- We will treat all students with dignity and fairness, acknowledging the adult environment in which we operate and the experience and life skills that we bring to it.
- We will ensure that adults have access to our courses and services regardless of: -
  - Educational Background
  - Gender
  - Marital Status
  - Sexual Preference
  - Race
  - Colour
  - Pregnancy
  - National Origin
  - Ethnic or Socio-economic background
  - Physical or Intellectual Impairment
  - Religious or Political affiliation
- We will encourage a positive image of people with disabilities and provide appropriate support to enable them to participate in our courses and activities, and gain skills that will help them to increase their independence.
- We will provide equal access for students with physical disabilities wherever practicable, within the restraints of our financial resources and available premises and facilities.
- Staff and tutors with physical disabilities will be given equal access to: -
  - Recruitment selection
  - Professional development opportunities
  - Available information
  - The use of premises/equipment
  - And other conditions of employment wherever practicable
- Each year we will provide funding, dependent on our financial resources, to assist targeted equity groups to enrol in our programs and courses.
- We will supply literacy and numeracy awareness training for our tutors and administrative staff to enable them to better assist participants to meet course requirements.
- Programs Coordinators will monitor the progress of all students with disadvantages enrol in our courses, and will regularly review performance with their tutors to ensure we are meeting the students needs.
- Where possible and appropriate, and in consultation with the students, we may arrange for a voluntary helper to accompany a student with a disadvantage in classes, free of course fees.
- We will endeavour to ensure that all teaching resources are free from gender, cultural and other reflections of discrimination to enable individuals from disadvantaged groups equal and fair opportunity to demonstrate their competency.