

## Access and Equity

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### Policy

The principle role of the Access and Equity Policy is to promote full and equal participation of all students and staff of Sydney City College of Management and to foster an environment free of discrimination and harassment.

### 1.0 Guidelines

1.1 The College is committed to integrating Access and Equity principles within all the services provided to clients in accordance with the:

- Racial Discrimination Act 1975 (Cth)
- Sex Discrimination Act 1984 (Cth)
- Australian Human Rights Commission Act 1986 (Cth)
- Disability Discrimination Act 1992 (Cth)
- Age Discrimination Act 2004 (Cth)
- Anti-Discrimination Act 1977 (NSW)

1.2 All staff members recognize the rights of their colleagues and students and provide information, advice and support consistent with our mission statement, code of ethics and code of practice

1.3 The Institute recognizes the diverse background of staff and students. Regardless of cultural, linguistic, nationality, gender, sexuality, religion, disability or age, all staff and students have the right to be in an environment that is free of discrimination and harassment

1.4 All staff and students equally have the right to be treated in a fair and considerate manner while studying at the college

### 2.0 Access and Equity Principles

2.1 The Access and Equity Policy is guided by the following principles:

- That all staff and students have a right to equal opportunity

- That there is recognition of, respect for and promotion of diversity within our community
- That there is encouragement of initiatives to effect change
- That while some people clearly need our advocacy, we support and encourage people on the journey of self-determination and self-advocacy (empowerment)
- That everybody has a right to participate in decisions that affect their lives

### **3.0 Informing Staff of Sydney City College of Management’s Access and Equity Policy**

3.1 Staff are informed of the Institute’s Access and Equity Policy at Induction and throughout employment

3.2 Information relating to the Institute’s Access and Equity Policy is provided in the staff handbook and Institute’s policy and procedures drive

### **4.0 Informing Students of Sydney City College of Management’s Access and Equity Policy**

4.1 Students are informed of the Institute’s Access and Equity Policy prior to enrolment, at enrolment, at orientation and throughout their enrolment

4.2 Information relating to the Institute’s Access and Equity Policy is provided in each program’s Course Information Sheet, Student Handbook and at Reception or the Student Services Department

### **5.0 Addressing breaches of Access and Equity (Staff)**

5.1 Staff who believe there has been a breach of the Institute’s Access and Equity Policy should activate the Institute’s Staff Grievance Policy

### **6.0 Addressing breaches of Access and Equity (Students)**

6.1 Students who believe there has been a breach in the Institute’s Access and Equity Policy should activate the Institute’s Student Complaints and Appeals Policy

### **Related Policies**

- Staff Grievance Policy
- Student Complaints and Appeals Policy