

## **Flexible Delivery**

### **Policy:**

Berendale School RTO has a policy of equal access to training for all people seeking to enhance their knowledge and skills. In particular, Berendale School RTO encourages the participation of students with special needs, disadvantaged youth, women, indigenous people and those who live in remote areas.

Berendale School RTO has many strategies in place to ensure that we provide an accessible and equitable service to our clients.

Berendale School RTO is specialised in flexible delivery, enabling us to reach those students who may require modification in training delivery or assessment to meet their individual needs. This allows for participation of students who are disadvantaged, at risk, with special needs and where training might otherwise be unavailable.

We encourage participation in our programs by members of Aboriginal and Torres Strait Island (ATIS) communities.

### **Procedure:**

The way this is done is by providing and adhering to the following:

#### **Flexible training and assessment methods:**

Berendale School RTO provides a range of flexible methods of training delivery and assessment. This includes the up-front delivery of training and distance education. Berendale School RTO's training methods will be adapted to suit the situation. Students living in remote locations will have methods adapted to meet the challenges of the environment, modification of delivery of training or methods of assessment to meet their individual needs, without denigrating the standard of the training and the assessment.

#### **Berendale School RTO Disability Policy:**

Berendale School RTO encourages the participation of disabled students. The training services provided by Berendale School RTO can be adapted to suit the needs of disabled participants.

#### **Literacy and Numeracy Education:**

Berendale School RTO is committed to providing assistance to people seeking to undertake training with Berendale School RTO, who may have special literacy and numeracy requirements. Berendale School RTO will provide individual assistance where possible to trainees who have literacy and numeracy skill needs and will also provide referrals to specialist literacy and numeracy assistance agencies where appropriate.

**Laws and Legislation:**

Berendale School RTO identifies and complies with relevant State or Territory laws including State/Territory legislation where applicable.

The acts relevant to the operation of Berendale School as an RTO are:

- Workplace Health and Safety Act 1985 and 2004 – Occupational Health and Safety and workplace harassment, victimization and bullying is also found in the act.
- Vocational Education, Training and Employment Act 2000.
- Commission for Children and Young People Act 2000.
- The Privacy Act 1998.
- The Copyright Act 1968.
- The Copyright Amendment (Parallel Importation) 2003.
- Anti-Discrimination Act 1991.
- Human Rights and Equal Opportunity.