

Anti – Discrimination

Policy:

The purpose of this policy is to describe the standard behaviour of students and staff within Berendale School. Berendale School RTO does not condone nor will tolerate any unlawful discrimination or harassment by Berendale School RTO staff of any job applicant, employee or client based on their sex, pregnancy, marital status, race (including colour, ethnic background, descent, national identity and ethno- religion), homosexuality, disability, transgender or age.

Harassment includes any form of behaviour that a person does not want, finds offensive, humiliating or intimidating and is either sexual, or targets them because of the factors mentioned above.

Discrimination applies to:

- applications for Berendale School RTO jobs
- applications for entrance to training programs
- conduct of training programs
- assessment of trainee competencies
- conduct of meetings
- any activity conducted by Berendale School RTO

Procedure:

Berendale School RTO will ensure that all the documentation it produces uses inclusive and non-discriminatory or offensive language or illustration.

Berendale School RTO has grievance mechanisms in place to provide an avenue for reporting any breaches of this policy. Any client or staff member who has a complaint in this regard should discuss this with the Manager of Berendale School RTO in the first instance and may choose to put this grievance in writing.

Berendale School RTO management has a responsibility to ensure any grievances, complaints or breaches of this policy are dealt with to ensure such situations are dealt with swiftly and seriously. To lodge a grievance refer to our grievance policy and obtain a pro-forma.

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, victimisation 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 1988
- The Copyright Act 1968
- The Copyright Amendment Act 2006
- Anti-Discrimination Act 1991
- Human Rights and Equal Opportunity Commission Act 1986