



Policy Number : 8.5	Approved by Board
ASQA: Standards 2 RTO 1252	Date: 5/3/2020 Review: 01/08/2027

Equal Employment Opportunity and Anti-Discrimination Policy

1. Purpose

This policy affirms our commitment to providing a workplace and learning environment that is free from discrimination, harassment, vilification, and victimisation. It ensures compliance with:

NSW Anti-Discrimination Act 1977
Fair Work Act 2009

Federal legislation, including:

Age Discrimination Act 2004
Disability Discrimination Act 1992
Racial Discrimination Act 1975
Sex Discrimination Act 1984
Australian Human Rights Commission Act 1986
ASQA 2025 Standards for RTOs, particularly Standard 2.5 on inclusive and culturally safe learning environments

2. Scope

This policy applies to:

1. All employees, contractors, and volunteers
2. All students and prospective students
3. All job applicants and service providers

3. Policy Statement

We are committed to:

Ensuring equal access to employment and education opportunities
Promoting diversity and inclusion
Preventing and addressing all forms of discrimination, harassment, and victimisation
Creating culturally safe environments, especially for First Nations peoples

4. Definitions

Discrimination: Unfair treatment based on protected attributes such as race, gender, age, disability, sexual orientation, religion, etc.

1. Harassment: Unwelcome behaviour that offends, humiliates, or intimidates.
2. Vilification: Public acts that incite hatred or severe ridicule of a person or group.
3. Victimisation: Unfair treatment for making a complaint or being involved in a complaint process.

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5. Legal Compliance

We comply with all relevant legislation and regulatory requirements. Where state and federal laws differ, the policy applies to the most protective standard.

6. Responsibilities

1. Management: Ensure policies and practices are inclusive and legally compliant.
2. Staff: Treat others fairly and report any discriminatory behaviour.
3. Students: Respect diversity and contribute to a safe learning environment.

7. Inclusive Practices

In line with ASQA Standard 2.5, we:

1. Foster inclusive marketing and enrolment practices
2. Promote cultural safety, especially for First Nations students
3. Support staff cultural competence development
4. Monitor and improve inclusivity in learning environments

8. Complaint Handling

Complaints of discrimination or harassment will be:

Taken seriously

Investigated promptly and confidentially

Resolved fairly, with appropriate support provided

9. Review and Monitoring

This policy will be reviewed biannually or when legislation changes. Feedback from staff and students will inform improvements.

10. Related Documents

1. Code of Conduct
2. Student Handbook
3. Staff Induction Manual
4. WRCC Complaints Policy
5. WRCC Code of Practice