



## ***Access and Equity Policy***

### Policy Statement:

“Col Joy Training Services will meet the needs of individuals, and the community as a whole through the integration of access and equity guidelines. We will ensure that equity principles for all people are implemented through the fair allocation of resources and the right to equality of opportunity without discrimination. We will increase opportunities for people to participate in the vocational education and training system, and in associated decisions which affect their lives. We will implement customer oriented conservation programs and target the specific needs of market segments in enhancing the economic development of the organisation.”

### Measures to service Policy Statement:

Col Joy Training Services will seek to meet the needs of all individuals and client employers who express interest in our training programs - within the financial constraints of conducting a viable business.

### We will achieve this by:

- Ensuring that our enrolment process is not discriminatory and offers fair access to all;
- Fully reviewing the training needs expressed by individuals and/or client employers;
- Assessing the extent to which the proposed participant is likely to succeed in the planned training sessions and assessment;
- Analysing alternative learning and assessment strategies that may lead to increased learning;
- Sourcing trainers with highly developed adult learning skills or other specialised skills as required, or by referring the potential client to another provider which is better placed to achieve successful outcomes;
- Fairly allocating resources to all groups of participants and individuals;
- Ensure that access and equity issues are considered during the development of training resources and assessment instruments;
- Encouraging our employer clients to sponsor training for their employees who come from under-represented groups;
- Seeking Government funding to run training programs for the under-represented - e.g. Women, Aboriginals and Torres Strait Islanders, NESB, those with a disability, the unemployed and those at risk.