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## Access, Equity & Anti-Discrimination Policy

### 1. Purpose

AIAC is committed to providing all students with fair, equitable and inclusive access to vocational education and training.

We aim to create a safe, respectful and supportive learning environment that is free from discrimination, harassment, bullying, vilification and victimisation, and where all students are treated with dignity and respect.

This policy supports compliance with:

- Australian anti-discrimination legislation
- The 2025 Standards for Registered Training Organisations (RTOs)

### 2. Scope

This policy applies to:

- All prospective and enrolled students
- All training, assessment and support services provided by AIAC
- Learning environments including on-campus, online, simulated and work-based training
- All interactions between students, staff, contractors, agents and third parties engaged by AIAC

### 3. Commitment to Access and Equity

AIAC is committed to:


- Providing students with equal opportunity to access training and assessment
- Making decisions about enrolment, progression and assessment based on ability to meet course requirements, not personal characteristics
- Actively supporting diversity, inclusion and participation
- Ensuring students can engage in learning on the same basis as others, where reasonably possible
- No student will be treated unfairly or unlawfully due to a personal attribute.

### 4. Anti-Discrimination

Discrimination occurs when a person is treated less favourably, or is disadvantaged, because of a personal characteristic protected by law.

AIAC does not tolerate discrimination based on characteristics including, but not limited to:

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- Age
- Disability (physical, mental, intellectual or learning)
- Sex, gender identity or sexual orientation
- Pregnancy or breastfeeding
- Race, nationality, ethnicity or cultural background
- Religion or belief
- Marital or family status
- Carer or parental responsibilities
- Political belief or lawful activity

Discrimination may be direct or indirect and is unlawful.

## 5. Reasonable Adjustment

AIAC is committed to providing reasonable adjustments for students with disability, medical conditions, learning needs or other circumstances, provided that such adjustments do not compromise aviation safety requirements, competency standards, or regulatory obligations set by the Civil Aviation Safety Authority (CASA).

Reasonable adjustments:

- Are provided to allow students to access training and assessment on an equal basis
- Do not compromise the integrity or requirements of training package outcomes
- Are determined through confidential consultation with the student

Students are encouraged to disclose support needs as early as possible to discuss if appropriate arrangements can be made.

## 6. Harassment, Bullying and Victimisation


### Harassment

Harassment is unwelcome behaviour that a reasonable person would expect to offend, humiliate or intimidate another person, including behaviour based on a protected attribute.

### Sexual Harassment

Sexual harassment is unwelcome conduct of a sexual nature that makes a person feel offended, humiliated or intimidated. Sexual harassment may include unwelcome comments, jokes, gestures, messages, images, physical contact, or repeated requests of a sexual nature.

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## Bullying

Bullying is repeated, unreasonable behaviour that creates a risk to health and safety.

## Victimisation

Victimisation occurs when a student is treated unfairly because they:

- Make a complaint
- Intend to make a complaint
- Assist or participate in a complaint process

Students will not be disadvantaged for raising concerns in good faith.

Harassment, sexual harassment, bullying or victimisation may occur in person, online, or through digital platforms including email, learning management systems, messaging applications or social media where related to training or student interactions. Such behaviour is not tolerated in any learning environment and students who believe they have experienced discrimination, harassment or unfair treatment are encouraged to raise the matter promptly.

## 7. Culturally Safe Learning Environment

AIAC is committed to providing a culturally safe learning environment. This means we strive to ensure students feel:


- Respected - their identities, cultures, languages and histories are acknowledged and valued
- Safe - free to express cultural identity without fear of judgement or discrimination
- Supported - through respectful relationships and inclusive practices
- Included - with perspectives and knowledge respected where appropriate
- Empowered - through the active challenge of racism, stereotypes and unconscious bias

## 8. Student Rights and Responsibilities

Students have the right to:

- Access training and assessment free from discrimination
- Receive reasonable adjustments where appropriate
- Learn in a safe, inclusive and respectful environment
- Raise concerns or complaints without fear of disadvantage

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### Students are responsible for:

- Treating others with respect
- Not engaging in discriminatory, harassing or bullying behaviour
- Following AIAC's policies and codes of conduct

## 9. Complaints and Appeals

### Complaints:

- Will be handled fairly, impartially and confidentially
- May be managed through informal or formal processes, depending on the nature of the issue
- Will not negatively affect a student's enrolment, progression or assessment outcomes

If a student is not satisfied with the outcome, they may access external complaint bodies, including relevant regulators or ombudsman services. Details on how to lodge a complaint are available in the Complaints and Appeals Policy.

Where behaviour is serious, ongoing, or poses a risk to a student's safety or wellbeing, students are encouraged to report the matter immediately. In such cases, formal complaint processes may be initiated without the need to attempt informal resolution.

## 10. Continuous Improvement

AIAC regularly reviews feedback, complaints and outcomes to:

- Improve access and equity practices
- Strengthen student support systems
- Ensure compliance with legal and regulatory requirements

## 11. Policy Review

This policy is reviewed regularly to ensure it remains current, effective and aligned with legislative and regulatory obligations.

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