

Access, Diversity, Equity and Inclusion Policy

Colleges of Business and Technology (WA) Pty Ltd
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Document

Document Name	Access, Diversity, Equity and Inclusion Policy
Brief Description	This policy supports an inclusive, equitable environment by ensuring fair access, reasonable adjustments, and respectful treatment for all students and staff, especially those from diverse and underrepresented backgrounds
Responsibility	College Director and Principal
Approved by	College Leadership Team
Initial Issue Date	May 2018

Version Control

Date	Version	Summary of Changes	Reviewer Name and Office
Sept 2023	V2.0	Removal of Definitions as these are in the "Glossary of Definitions and Terms" located on the website. Minor updates throughout document.	Student Counsellor/ Student Learning Advisor and College Director
September 2025	V2.1	Policy placed into new format	College Leadership Team

Related Documents

Name	Location
Access, Diversity, Equity and Inclusion Procedure	Curtin College website
Admissions and Student Selection Policy	Curtin College website
Complaints Policy	Curtin College website
Enrolment Policy	Curtin College website
First Peoples Education Policy	Curtin College Website
Progress and Intervention Policy	Curtin College website
Student Code of Conduct	Curtin College website
Support for Students Policy	Curtin College website
Student Wellbeing, Counselling and Support Policy	Curtin College website

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1. Purpose and Scope

1.1. Purpose

Curtin College is committed to fostering an inclusive, equitable, and respectful environment for all staff and students. The College recognises both its legal and moral obligations to ensure equal opportunity in employment and education, and to maintain a workplace and learning environment free from discrimination and harassment. This commitment is upheld through the collective responsibility of the entire College community, with all individuals accountable for aligning their behaviour with the College's values and relevant legislation.

1.2. Scope

This policy applies to all members of the Curtin College community, including staff, students, visitors, and individuals engaged in official College activities. It outlines the support available to those experiencing disability, medical conditions, psychosocial challenges, or other factors affecting their health, safety, or wellbeing, which may impact access to the working and/or learning environment.

The policy provides a framework to uphold equal opportunity, respect, and inclusion, in alignment with relevant legislation. All members of the College community share responsibility for contributing to an equitable and inclusive workplace and learning environment.

2. Policy Principles

2.1. The College is committed to integrating the principles of equity for all staff and students, and views diversity as a strength and a foundational element of all College policies, procedures, decisions, and operations. College activities are guided by the following principles:

- all members of Curtin College have the right to be treated fairly, equitably, and with Respect;
- there is equitable access to education for students and staff;
- all members of college are entitled to a work and study environment that is free from unlawful discrimination, harassment, vilification, bullying or other adverse and inappropriate behaviours;
- diversity is respected and appreciated as contributing to the richness of the teaching learning environment;
- an inclusive environment, including the implementation of reasonable adjustments when required, provides the best outcomes for the varied needs of the diverse College community;
- equity refers to fair treatment and justice for all people and differs from equality; and
- staff and students have the right to raise complaints in good faith under the relevant College complaints procedure without fear of retaliation or victimisation.

2.2. Aboriginal and Torres Strait Islander Students and Staff (Australian Campuses)

Curtin College acknowledges the Traditional Custodians of the Boodja on which we are located, the Whadjuk people of the Noongar Nation. We respect all Aboriginal and Torres Strait Islander communities across Australia. We pay our respects to Elders past, present and emerging.

In support of Aboriginal and Torres Strait Islander students and staff, the College will:

- Respect and acknowledge the Traditional Owners of the land on which the College is situated;
- Respect and protect the rights of its Aboriginal and Torres Strait Islander students and staff;
- Promote a fair and inclusive educational and work environment;
- Recognise the importance of participating in cultural or ceremonial business;
- Work towards a non-binding goal of 2% representation of Indigenous staff and students;
- Collaborate with community organisations and Curtin University to improve retention, and completion outcomes; and

- Strengthen engagement and support through culturally responsive initiatives and partnerships, including formal or embedded curriculum content focused on indigenous awareness.

- 2.3. Curtin College is committed to creating an environment, which promotes dignity, respect, and acknowledges the right to privacy and confidentiality, and promotes an awareness of the needs and rights of people with disabilities; psychosocial or other demonstrable factors that may impact on their health; safety; or wellbeing access to an equitable learning environment.
- 2.4. Students and staff with disabilities or other needs should be able to access and negotiate the campus safely and with ease in accordance with the '[Curtin Disability Access and Inclusion Plan 2022 - 2030](#) and Personal Emergency Evacuation Plan.

3. Confidentiality and Disclosure

Confidential information about students with disabilities or medical conditions will be maintained by the Student Counsellor or Student Learning Advisor, with access restricted to staff on a need-to-know basis and in kept in accordance with privacy requirements.

4. Complaints

- 4.1. Students who believe they have been treated unfairly concerning access, diversity, equity or inclusion are encouraged to refer to the College's Complaints Policy, which is located on the College's [website](#).
- 4.2. Staff who believe they have been treated unfairly in regard to access, diversity, equity or inclusion are encouraged to speak to their line manager or manager once removed.

5. Compliance

The following legislation and regulations apply to the College's management of assessment:

- a) Racial Discrimination Act 1975,
- b) Sex Discrimination Act 1984,
- c) Disability Discrimination Act 1992,
- d) Disability Standards for Education 2005,
- e) Australian Human Rights Commission Act 1986,
- f) Higher Education Standards Framework 2021,
- g) Workplace Gender Equality Act 2012,
- h) Age Discrimination Act 2004, and
- i) Relevant State and Territory Anti-Discrimination laws.

6. Definitions

- 6.1. Refer to the *Glossary of Terms* located under 'Policies and Procedures' on the Curtin College [website](#).

7. Review and Records Management

- 7.1. This Policy will be reviewed by the College Director every 24 months, or if there are any changes to regulatory compliance requirements, legislation, regulations or guidelines.
- 7.2. All records in relation to this document will be managed as follows:

Record type	Owner	Location	Retention	Disposal
Policy	College Director and Principal	Curtin College website and Shared drive	Permanently	Archived once updated or reviewed