

### STATEMENT

RDNS Your Health & Learning is committed to ensuring that all members of the public have equitable access to courses offered and that studies are conducted in a fair and non-discriminatory learning environment.

Access and Equity policies are incorporated into operational procedures. RDNS Your Health & Learning prohibits discrimination towards any group or individuals in any form, inclusive of:

- age
- association with a child (in customer service)
- caring responsibilities
- chosen gender
- disability
- marital or domestic partnership status
- pregnancy
- race
- religious appearance or dress (in work or study)
- sex
- sexuality
- spouse or partner's identity

RDNS Your Health & Learning will:

- endeavour to minimise any barriers which may prevent such individuals with special needs from having an equal opportunity;
- aim to assist learners with special needs to exercise the right to select from a full range of courses/modules offered by the Centre;
- endeavour to provide necessary support and resources to increase participation and achievement of people with special needs with all the Centre's courses/modules;
- aim to ensure the elimination of, from its processes and practices, any source of direct or indirect discrimination which may affect individuals with special needs, and
- only disclose information about a student's circumstances if so agreed by the student (acknowledging any legal compunction).

The learner will:

- elect to inform the Centre of their special need;
- comply with all policies and procedures of RDNS Your Health & Learning, and
- have an opportunity to lodge a complaint or concern regarding any incident of discrimination via the established grievance process.

## Special Consideration in Assessment

A student who requires special consideration in assessment by RDNS Your Health & Learning may either negotiate directly with the Principal Educator concerned, or follow a more formal process requiring completion of an Application for Special Consideration in Assessment form. These forms are available from the Centre.

Any decision regarding special consideration will be dependent on the particular circumstances of the student at the time of application.

Special consideration may include:

- extensions of time for failure to submit an assessment by the due date or a late submission of an assessment, or
- appropriate variation in assessment, such as
  - variation in examination schedule
  - variation in methodology or environment
  - additional time allowance to complete examinations and major assessments.

<b>CODE OF PRACTICE</b> <b>AQTF 1.1, 1.4, 1.5, 2.1, 2.2, 3.1, 3.2, 3.3</b>	Date of Origin: June 2000 Last Review Date: April 2011 Next Review Date: June 2012 Version: 5 Authority: Chief Executive Officer Responsibility: All Staff
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