

Access and Equity Policy

Purpose

Imperial Institute of Sydney is committed to the principles of access and equity in education and training. We aim to ensure that all individuals, regardless of their background or personal circumstances, have fair and equal opportunity to participate in and benefit from the services we offer. This policy supports a culture of inclusion and respect, where diversity is valued and discrimination, harassment, and bullying are not tolerated under any circumstances.

Imperial Institute of Sydney is committed to maintaining an inclusive and respectful environment, free from discrimination of any kind. This includes, but is not limited to, discrimination based on gender, pregnancy, race, colour, nationality, ethnic or ethno-religious background, marital status, physical, intellectual, or psychiatric disability, actual or presumed homosexuality, and age (particularly in relation to compulsory retirement).

Scope

This policy applies to all staff, students, contractors, and visitors across all programs, services, and activities conducted by the Imperial Institute of Sydney.

Responsibility

All staff members at the Imperial Institute of Sydney share the responsibility to uphold these principles. They are expected to:

- Perform their duties to the best of their ability and deliver quality service to both customers and colleagues.
- Acknowledge and respect the skills and talents of their fellow staff members.
- Take proactive steps to prevent harassment, discrimination, and bullying in the workplace.
- Value and respect cultural and social differences among colleagues, students, and customers.
- Treat all individuals fairly and refrain from engaging in discriminatory, harassing, or bullying behaviour.

Implementation and Monitoring

The Institute will implement access and equity principles through:

- Inclusive recruitment and enrolment practices
- Ongoing training and professional development for staff
- Policies and procedures that support equitable treatment
- Mechanisms for resolving complaints and grievances fairly and promptly

Breaches and Reporting

Any breaches of this policy will be addressed in accordance with the Institute's disciplinary procedures. Staff, students, or others who feel they have been discriminated against are encouraged to report the matter to their supervisor or the manager. All complaints will be handled with confidentiality and impartiality.

Policy Review

This policy will be reviewed annually, or as required by changes in legislation or institutional needs, to ensure its ongoing relevance and effectiveness.