

Diversity and Equity Policy



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Approved by	Stanley College Academic Board
Authorised Officer	Registrar
Supporting documents, procedures and forms of this policy	<p>Admissions Policy and Procedure Credit and RPL Policy and Procedure English Language Proficiency Policy and Procedure Learning and Teaching Plan Aboriginal and Torres Strait Islander People Education Policy and Procedure Student Grievance and Complaint Policy Student Support Framework Student Support Policy and Procedure Whole-of-Institution Admission Information Set</p>
Related Legislation and Codes of Practice	<p>Acts Amendment (Lesbian and Gay Law Reform) Act 2002 (WA) Admissions Transparency Implementation Plan, June 2017 Age Discrimination Act 2004 (Cwlth) Australian Human Rights Commission Act 1986 (Cwlth) Disability Discrimination Act 1992 (Cwlth) Disability Services Act 1993 (WA) Education Services for Overseas Students (ESOS) Act 2000 Equal Opportunity Act 1984 (WA) Fair Work Act 2009 (WA) Gender Reassignment Act 2000 (WA) Higher Education Standards Framework 2015, Part A: Standard 2.2 (Diversity and Equity) National Code 2018, Standard 2 and 3 Occupational Safety and Health Act 1984 Racial Discrimination Act 1972 (Cwlth) Racial Hatred Act 1995 (Cwlth) Sex Discrimination Act 1984 (Cwlth) Tertiary Education Quality and Standards Agency (TEQSA) Act 2011 WA Code of Practice for Violence, Aggression and Bullying at Work Workplace Gender Equality Act 2012 (Cwlth)</p>
Audience	Public

1. PURPOSE

1.1 The application of the Diversity and Equity Policy promotes diversity and equal opportunity at Stanley College and ensures applicable support services are available. All students have equal opportunities for entry and progression through higher education courses offered by Stanley College.

2. SCOPE

2.1 This policy applies to anyone seeking to study, or who is currently working or studying within Stanley College.

3. DEFINITIONS

Bullying	Bullying is an ongoing misuse of power in relationships through repeated verbal, physical and/or social behaviour that causes physical and/or psychological harm. It can involve an individual or a group misusing their power over one or more persons. Bullying can happen in person or online, and it can be obvious (overt) or hidden (covert). (See Appendix 1 for further elaboration.)
Direct Discrimination	Direct Discrimination occurs when, in the same or similar circumstances, a person is treated less favourably than another as detailed by the <i>Equal Opportunity Act 1984 (WA)</i> .
Equal Opportunity Act 1984 (WA)	The <i>Equal Opportunity Act 1984 (WA)</i> prohibits discrimination in employment and education on the grounds of: sex, age, race, marital status, pregnancy, political conviction, religious conviction, impairment, family responsibility or family status, sexual orientation, and gender history.
Harassment	Harassment is any behaviour which is unwelcome, offends, humiliates or intimidates a person and causes the work/study environment to become unpleasant. If a person is being harassed their ability to do their work may be affected and lead to stress and health problems. (See Appendix 1 for further elaboration.)
Indirect Discrimination	Indirect Discrimination includes rules, procedures or policies which appear to be non-discriminatory and equally applicable, but operate in such a way that certain groups of people are excluded without just cause.

4. POLICY PROVISIONS

Principles

4.1 Stanley College recognises it operates in a diverse local, national and global community, and values the diversity of its staff and student population.

4.2 Stanley College recognises the necessity for all Australians to work together to promote a cohesive democracy embracing multiculturalism, social justice and values that respect the land and the heritage of the Aboriginal and Torres Strait Islander peoples.

- 4.3 Stanley College endorses the nominations of the Australian Commonwealth Government (1990) of specific underrepresented equity groups in higher education as priorities in institutional equity planning. Specific measures may be provided that give precedence to those groups, however Stanley College will also address other diversity and equity issues.
- 4.4 The following cohorts of students are identified as those who may face challenges as they progress through their course (refer to *Student Support Policy* for more details):
- a. International students
 - b. Aboriginal and Torres Strait Islander peoples
 - c. Students from lower socioeconomic backgrounds
 - d. Students with disability
 - e. Students from remote, rural or isolated areas
 - f. First-in-family learners
 - g. Students from non-English speaking backgrounds (including domestic students)
 - h. Students in their first year of study
 - i. Students with significant family responsibilities and/or financial difficulties.
- 4.5 Stanley College ensures that all individuals have the right to enrol in its higher education courses without any prejudice.
- 4.6 After admission, Stanley College is committed to providing access to its educational services and support to all students without discrimination.
- 4.7 All staff must respect the rights of others and treat individuals fairly.

Implementation

- 4.8 In addition to the above, Stanley College fulfils its commitment to diversity and equity by:
- a. Ensuring that policies, requirements and procedures are documented and applied fairly and consistently, and are easily accessible;
 - b. Ensuring that all products and services offered at Stanley College are inclusive of a range of student needs, including access to credit transfer, recognition of prior learning (RPL), and alternative entry options which support diversity and equity objectives;
 - c. Ensuring that Stanley College's learning environment is free from bullying, harassment, discrimination;
 - d. Ensuring that Stanley College is free from cultural, gender-related or any other form of discrimination;
 - e. Ensuring successful transition and progression of study by applying programs or processes that recognise student cohort needs. For example, orientation or support programs, as outlined in the *Student Support Policy and Procedure*;
 - f. Ensuring that learning and teaching are designed to accommodate student diversity, and to create equivalent opportunities for academic success for all students, regardless of backgrounds;
 - g. Giving specific consideration to the recruitment, admission, participation and completion of Aboriginal and Torres Strait Islander peoples; and
 - h. Ensuring that participation, progress and completion statistics of identified student equity groups are collected and that the data and findings are used in the development of policies and strategies relevant to those equity groups.

- 4.9 All staff will observe Stanley College's commitment to access and equity requirements by ensuring that:
- a. Information relating to diversity and equity is available to all prospective students;
 - b. Diversity and equity principles are communicated to staff through staff induction training and professional development activities;
 - c. Staff must interact with prospective and current students in a courteous, professional and non-discriminatory way; and
 - d. Staff must use appropriate language in dealings with students and in developing course materials in agreement with this policy.

Complaints

- 4.10 All students have the right to object to bullying, harassment and discrimination in any form, and to complain when such discrimination takes place.
- 4.11 Any complaints about breaches of this policy will be dealt with in accordance with Stanley College's *Student Grievance and Complaint Policy and Procedure*.
- 4.12 Complaints may also be made externally to the Australian Human Rights Commission.

Monitoring and Evaluation

- 4.13 Stanley College will regularly review and update its *Student Grievance and Complaint Policy and Procedure* to ensure it reflects leading practice and will widely promote it to all staff and students.
- 4.14 The Registrar will monitor the participation, progress and completion of the identified sub-groups (as specified in item 4.4) and use the findings to inform admission policies.
- 4.15 The findings will be presented to Stanley College's Academic Board and used to improve the teaching, learning and support strategies for students within sub-groups.

APPENDIX 1: ELABORATION ON DEFINITIONS

Bullying

Bullying refers to the repeated, less favourable treatment of a person by another, or others, which may be considered unreasonable and/or unacceptable workplace practice. It includes behaviour that intimidates, offends, degrades or humiliates that person or group of people.

Bullying may occur in person, or remotely, including via telephone, email or via social media.

Bullying behaviour can range from very obvious verbal or physical assault to very subtle psychological abuse. This behaviour may include, but is not limited to:

- Physical or verbal abuse, including threats and intimidation;
- Yelling, screaming or offensive language;
- Inappropriate jokes or comments about lifestyle, appearance, family, etc.;
- Excluding or isolating employees including excluding an employee from workplace activities;
- Psychological harassment, including humiliation through sarcasm, criticism or insult;
- Assigning meaningless tasks unrelated to the job or assigning the majority of unpleasant tasks to an individual when it is unnecessary to do so;
- Giving employees impossible jobs;
- Deliberately changing work rosters to inconvenience particular employees; or
- Undermining work performance through constant criticism or deliberately withholding information vital for effective work performance.

Bullying does not include reasonable management action including directing and controlling how work is done, providing feedback on performance, requiring employees to comply with reasonable and lawful directions, making changes for operational reasons, and genuine and reasonable disciplinary action.

Harassment

There are many types of harassment, including:

- **Sexual Harassment:** Including but not limited to unwanted touching, sexual innuendo, propositions, and obscene telephone calls or emails.
- **Verbal Harassment:** Including but not limited to sexual comments; lewd jokes; racist comments or jokes; comments or jokes about a person's disability, pregnancy, sexuality, age, religion; threats; insults; or abuse.
- **Non-Verbal Harassment:** Including but not limited to leering; placing of offensive material on notice boards, computers;, wolf whistling; crude hand or body gestures.
- **Physical Harassment:** Including but not limited to unwelcome physical contact such as kissing, hugging, touching, indecent or sexual assault, hitting, pushing.

- **Inappropriate Behaviour:**

Behaviour that is inappropriate for the workplace, but not unlawful. Inappropriate behaviour is behaviour that does not meet Stanley College expectations and values. Examples include behaviour that is disrespectful or discourteous. Inappropriate behaviour may include openly undermining or criticising another person, using inappropriate language or tone such as swear words or a raised voice, speaking to someone in a manner that is inappropriate, threatening or likely to offend that person and one off incidents of rudeness, pranks or horseplay.

Inappropriate behaviour that is continuous repeated or of a serious nature may be considered unacceptable behaviour.