

Think. Innovate. Change.

Transform without boundaries...

RTO REGISTRATION NO. 0182



ACCESS & EQUITY POLICY

3CM Policy & Procedure Vocational Education and Training (VET)

Printed copy is an UNCONTROLLED document

Version	9
Status	Revised May 2019 to reflect national standards currently in operation. The implementation of this policy supersedes all previous versions of this policy.
Approval Body	Board of Management (on recommendation of SRTO2015)
Effective Date	1 May 2019
Next Review Date	May 2020
Owner	Managing Director

PURPOSE

3CM Pty Limited (3CM) recognises that the modern workforce is vastly multicultural, comprising of people from different backgrounds with differing levels of ability, education, skill and experience. To accommodate as many participants as possible, 3CM has adopted an access and equity policy to embrace diversity in all training courses.

1. 3CM will not discriminate against participants, in accordance with accepted Equal Opportunity legislation in Australia, and as directed by the Australian Human Rights Commission.
2. While the nature of the training provided by 3CM requires a certain level of skill and ability prior to commencement, 3CM will endeavour to accommodate participants wherever possible, in accordance with Training Package and workplace requirements.
3. In keeping with workplace and Training Package requirements, 3CM will allow sufficient opportunities for participants to demonstrate skills and knowledge before being deemed competent or not yet competent.
4. Whenever possible, and where allowed under Training Package requirements, 3CM will allow reasonable adjustments to assessments to promote accessibility.
5. As 3CM is not a specialised provider of Language, Literacy and Numeracy enhancement training, participants with identified issues will be provided with suggested external providers to access specialised support services.

ENFORCEMENT AND CONSEQUENCES

Breaches of this policy will be considered serious and employees may be subject to disciplinary action and/or performance management up to and including termination of employment as a result.

Authorising Officer

Chris Godwin
Managing Director