

## **ACCESS AND EQUITY**

### **BACKGROUND**

Equity is about making sure that every learner can access the training information and support s/he needs to be an active member of the Australian Breastfeeding Association.

Treating all people in the same way does not constitute equitable practices and will further entrench those factors that cause disadvantage with training.

Diversity accounts for the many factors that influence the ability of people to participate and succeed in training. ABA will provide training, assessment and support services, which enable learners from diverse backgrounds to successfully participate in ABA training.

### **POLICY**

ABA's Code of Ethics must be adhered to at all times by all counsellors, community educators, candidates or trainees and staff members.

All counsellors, community educators and staff members are to treat each other with courtesy and respect and behave in a non-discriminatory manner when dealing with other counsellors, community educators, staff members and candidates or trainees.

Candidates or trainees are responsible for behaving in a courteous manner when dealing with counsellors, community educators, staff members and other learners..

Equity ensures fairness. This can be achieved through practices that are free from bias and discrimination, and which provide individuals with the opportunity to access, participate in, and achieve outcomes from training.

Counsellors, community educators and staff members are responsible for ensuring that they understand and implement the Access and Equity policy and the Code of Ethics.

ABA will comply with all Commonwealth, State/Territory legislation and regulatory requirements to ensure equity. Occupational Health and Safety, Workplace Harassment, Anti-Discrimination, Privacy and Training legislation will be adhered to at all times.

### **PROCEDURES**

The National Training Manager and all training managers are responsible for ensuring that ABA treats learners in a fair and just manner. Their duties include:

- Being up to date on access and equity issues
- Overseeing training for learners who have specific needs
- Ensuring all counsellors, community educators, trainers and assessors are aware of and are trained in access and equity issues

To ensure fair and equitable access to educational opportunities so that no learner is at a disadvantage, a learner applying for enrolment in an nationally recognised course offered by the Association is encouraged to notify training personnel of any specific needs on their application form and to discuss

these with a trainer and/or the branch Learner Support person before they commence training. While learners are encouraged to inform ABA of specific needs they may have at the commencement of training they are able to organise provisions for these needs at any stage of their training. The provisions available for specific needs will be determined by organisational limitations. A learner feeling discriminated against or dissatisfied with the specific provisions the trainer and/or assessor has made, can follow Procedures for Appeals and Complaints

### **Language, literacy and numeracy**

If a learner believes he/she have or may have difficulties with language, literacy or numeracy before the start of training or at any time during training or assessment the trainer and/or the coordinator of the Learner Support is to be contacted. Suitable adjustments to the training and assessment process can then be made, within organisational capacity.

### **Disability Support**

Under the Commonwealth Disability Discrimination Act 1993, Registered Training Organisations (RTOs) and workplaces are required to make reasonable adjustments for people with disabilities. ABA aims to provide appropriate arrangements for learners with disabilities based upon resources and organisational priorities. ABA is happy to assist learners wherever possible but the learner must identify the need. ABA can only provide support if it is known what assistance is needed. Learners who require disability support are to contact their trainer and/or the Coordinator, Learner Support.

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