



POLICY NUMBER:	1.12	VERSION NUMBER:	2.0
DATE LAST REVIEWED:	September 2024	NEXT REVIEW DATE:	April 2026
RELATED POLICIES:	2.7, 2.8, 2.14, 2.21, 3.2, 4.7		
	RESPONSIBILITY: Governing Board		

DIVERSITY AND INCLUSION

1.0 Purpose

This policy outlines the key principles of the Institute's approach to diversity, equity, and inclusion for its students.

2.0 Scope

This policy applies to students.

Staff are referred to UP Education's policy, which is located in Bamboo HR.

3.0 Principles

The Institute's approach to diversity and inclusion reflects the following principles:

- all reasonable steps will be taken to create work and study environments in which diversity is respected, and which are characterised by inclusiveness and a sense of belonging for all students and staff;
- specific consideration is given to the recruitment, admission, participation and completion of Aboriginal and Torres Strait Islander peoples;
- students and staff, regardless of background or intrinsic characteristics, are able to participate fully in the life and activities of the Institute, as students or as staff, and have their contributions welcomed, valued and supported;
- the Institute will strive to create a welcoming, inclusive, non-discriminatory and safe learning and working environment, in which students and staff with disabilities can enjoy a positive and productive student and work experience;
- practices and processes at the Institute align with the TEQSA Diversity and Equity Guidelines to create equivalent opportunities for access and success in Australian higher education for historically disadvantaged or underrepresented student populations;
- the Institute will be cognizant of patterns of systematic disadvantage and discrimination experienced by particular groups of people and review the progress of these identified subgroups to develop strategies to ensure members of such groups are not discriminated against or disadvantaged in virtue of the Institute's practices and processes or the actions of its students and staff;
- access to learning resources and experiences do not present unexpected barriers, costs or technology requirements for students, including for students with special needs and those who study off campus;
- staff at the Institute encourage and model inclusive, non discriminatory language and nurture a culture of respectful interaction;
- the Institute will comply with all relevant Commonwealth and state legislation.

4.0 Description

- 4.1 The Institute acknowledges and values the diversity of its students and population and adheres to the following principles to maintain inclusive practices in its daily operations:
- Commits to create and sustain an inclusive and accessible (physical and virtual) environment and facilities for all students to access, including an inclusive curriculum.
 - Acknowledges the value that a diverse student cohort contributes to achieving excellence.
 - Commits to create and maintain a supportive, inclusive, and respectful environment for its students that is free from discriminating, bullying, and harassing behaviour (see Prevention of and Response to Bullying, Harassment and Discrimination Policy).
 - Creates and offers study and work opportunities for its students from disadvantaged and underrepresented groups.
- 4.2 The Institute will periodically review its initiatives to integrate its diversity and inclusive approach throughout its policies and procedures. This includes, but is not limited to all its materials (in print and online) such as access for students with disabilities and/or individual learning needs, and teaching materials.
- 4.3 The AIPC Provost will report annually to the AIPC Governing and Academic Boards on its diversity and inclusion review and any corrective actions taken.
- 4.4 Graduates of the Institute will have an understanding of inclusion and equity which they can apply in their professional and personal practices
- 4.5 The Institute ensures its students are receiving appropriate support. Any issues that may have an adverse impact on them or in breach of this policy are identified and appropriately addressed and investigated by the Chief Executive Officer.
- 4.6 The Institute identifies and acknowledges specific areas that inform its strategies and initiatives related to diversity and inclusion. These areas of focus include:
- Aboriginal and Torres Strait Islander peoples;
 - People with disability;
 - People with cultural and linguistic diversities;
 - People with gender, sex and sexual diversities;
 - The under-representation of women in senior positions;
 - People with caring responsibilities;
 - People from lower socio-economic backgrounds;
 - Students from rural, remote, and isolated areas; and
 - Other protected groups as defined under Australia's human rights and all related legislation.
- 4.7 Students are not required to disclose if they identify with any of the relevant attributes listed in 4.6; any disclosure is entirely optional. However, the Institute encourages current students to disclose this information to support the Institute in reviewing and evaluating current inclusion and diversity supports and initiatives.
- 4.8 Any disclosed information will be kept confidential in accordance with Policy 1.13 *Privacy and Personal Information Policy*.

- 4.9 Students who believe they have experienced discrimination and harassment in breach of this policy should contact the Institute, as outlined in the *Non-Academic Complaints and Appeals Policy*.

5.0 Relevant Legislative and Regulatory Documents

- Age Discrimination Act 2004 (Cth)
- Anti-Discrimination Act 1999 (Qld)
- Australian Human Rights Commission Act 1986 (Cth)
- Disability Discrimination Act 1992 (Cth)
- Disability Standards for Education 2005 (Cth)
- Human Rights Act 2019 (Qld)
- Racial Discrimination Act 1975 (Cth)
- Sex Discrimination Act 1984 (Cth)
- TEQSA Guidance Note: Diversity and Equity 2017
- Workplace Gender Equality Act 2012 (Cth)

6.0 Version Control History

Version	Date Approved	Approved By	Summary of Changes
1.0	July 2022	Governing Board	Policy created – originally numbered as 2.10
2.0	September 2024	Governing Board	Policy number changed to 1.12. Formatting changes to headings. Changes to policy include removing references to staff to distinguishing that the policy is for students only.