



Access and Equity Policy

Policy Name

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Version

2.1

Effective Date

1 July 2025

Review Date

1 July 2026

Policy Owner

Compliance Manager

Related Standards

Outcome Standards 1.6, 1.7, 3.1; Compliance Requirements 5, 6

1. Purpose

To outline NUA Learn's commitment to providing equitable access to vocational education and training for all individuals and to ensure that barriers to participation are identified and removed wherever possible.

2. Scope

This policy applies to:

- All learners, prospective learners and clients of NUA Learn
- All employees, contractors and third-party providers engaged by NUA Learn
- All interactions across enrolment, training, assessment and support services

3. Definitions

- Access: The opportunity to participate in education and training regardless of background or circumstance
- Equity: The provision of resources and support to allow equal opportunity and outcomes
- Discrimination: Unfair or unequal treatment based on race, gender, disability, age, religion, sexual orientation or other characteristics

4. Policy Statement

NUA Learn is committed to fostering an inclusive and respectful learning environment that promotes access and equity by:

- Recognizing the diverse needs of learners and staff
- Providing inclusive learning materials and flexible delivery where appropriate



- Preventing unlawful discrimination, harassment and victimisation
- Responding proactively to individual needs through reasonable adjustment and support plans
- Promoting diversity, inclusion and cultural safety

Nua Learn does not tolerate discrimination, harassment or vilification on the basis of race, religion, ethnicity, culture, gender, disability, sexuality or age. This includes antisemitism, Islamophobia and other forms of religious or cultural discrimination.”

5. Inclusive Practices and Strategies

- Conduct LLN and learner needs analysis at enrolment
- Develop Individual Learning Plans where required
- Make reasonable adjustments in training and assessment delivery
- Provide assistive technology and physical access options where needed
- Include inclusive language and diverse perspectives in course content

6. Responsibilities

Role	Responsibility
Compliance Manager	Oversee implementation of access and equity practices and policies
Trainers and Assessors	Use inclusive strategies, identify learner needs, and apply reasonable adjustments
Student Support Officer	Coordinate support services and learner plans
All Staff	Uphold inclusive practices and report equity concerns or incidents

7. Monitoring and Review

- Annual review of enrolment and completion data by learner cohort
- Learner support referrals and adjustments tracked through the Reasonable Adjustment Register
- Policy reviewed annually or following any systemic barrier or incident report

8. Related Documents

- Learner Support and Inclusion Policy
- Reasonable Adjustment (Special Consideration) Request Form
- Reasonable Adjustment Register
- Individual Learning/Education Plan Template
- Complaints and Appeals Policy
- Assessor Handbook
- Code of Conduct and Anti-Discrimination Guidelines