

Access and Equity

1. Purpose

- 1.1 The Australian Online Music Institute (AOMI) is a training organisation specialising in music-based qualifications. The present target demographic consists of high-school aged learners from Yrs. 9 – 12 and recent high-school leavers, and mature aged students.
- 1.2 The level of qualifications currently offered means that in many cases, parental and/or guardian consent is a requirement prior to formal enrolment.
- 1.3 This policy document ensures equal access to all clients, providing (as per 1.2) learners have suitable parental and/or guardian consent to undertake study.
- 1.4 This policy document ensures that students will not be victimized or discriminated against for seeking review or reconsideration of a decision or in making an application for re-crediting of the student's VSL account.

2. Scope

- 2.1. AOMI is committed to maintaining equal access to its learning programs regardless of the differences among the participant/learners with respect to gender, sexuality, race, social, cultural, religious, disability or philosophical background. However, in acknowledgement of the disadvantages suffered by some groups in the community, it may be appropriate to offer courses specifically designed for a particular group. Such examples might be specially tailored courses for people with a disability, language and literacy programs for people from a non-English speaking background and special courses for Indigenous Australians.
- 2.2 AOMI will incorporate access and equity principles embedded in all AOMI documents such as the: "Student Information Guide," various student forms and the AOMI prospectus. In addition, AOMI will ensure all staff and facilitators are aware of these principles.
- 2.3 AOMI will ensure that a range of possible issues are considered in relation to access and equity when customising course materials. These include:

Revision	By Whom	Date
Reviewed, and Standards updated	G Bottrill	5 Aug 17
Reviewed, no changes	A Palmer	31 Jul 19
Reviewed, no changes	G Bottrill	20 Sep 20
Reviewed, minor changes to reflect Section 142 VSL rules	A Palmer	10 Apr 22

- 2.3.1. Conforming to AQTF national publications incl. “The Standards for Registered Training Organisations (RTOs) 2015” and also incl. the following:
Australian Human Rights Commission Act of 1986,
Age Discrimination Act of 2004,
Disability Discrimination Act of 1992,
Racial Discrimination Act of 1975
Sex Discrimination Act of 1984;
- 2.3.2. As so far as is possible and without affecting the integrity of the program and/or unit of competency, provide flexibility in assessment to eliminate disadvantages to clients or those who identify as a learners with disability, in accordance with the acts mentioned in 2.3.1.

3. Policy

The fair treatment and equal opportunities document your organisation submits to the department must, at the minimum, demonstrate that:

- all students and prospective students will be treated fairly without discrimination
- student selection procedures state that it is an open, fair and transparent procedure based on merit for making decisions about the selection and treatment of students and prospective students.
- provides information that demonstrates students will not be discriminated against in any way
- The decision-making process is based on merit. It is designed to treat all students fairly, along with information regarding the merit-based selection process in place
- The AOMI policies and procedures are available on the AOMI website.

AOMI will admit students who have satisfied the published entry requirements for the course. Selection shall normally be based on merit.

This Policy will be reviewed every two years.



William Palmer
CEO
11 April 2022