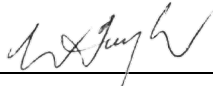


Procedure Name	ACCESS AND EQUITY PROCEDURE
Procedure Number	G001_PR (Governance)
Purpose	This procedure outlines the commitment by Whitehouse Institute of Design, Australia (Whitehouse) to ensure that the structures and practices of the Institute uphold the principles of access and equity.
Scope	This procedure applies to all staff and students of Whitehouse across all Campuses. Any breach of the policy must be reported in accordance with the Student Grievances Complaints Resolution Non-Academic, and the Staff Grievances Complaints Resolution Policies and Procedures
Procedure	This procedure requires actions by the following in relation to each of Acts listed under 'Relevant Legislation': <ul style="list-style-type: none"> • Students • Administrative Staff • Marketing Staff • Academic Staff • Academic Director • Whitehouse Management.
Relevant Legislation	<ul style="list-style-type: none"> • Education Services for Overseas Students Act 2000 (ESOS) • The National Employment Standards <p>Commonwealth Anti-Discrimination Legislation</p> <ul style="list-style-type: none"> • Australian Human Rights Commission Act 1986 • Age Discrimination Act 2004 • Disability Discrimination Act 1992 • Racial Discrimination Act 1975 • Sex Discrimination Act 1984 • Privacy Act (Cwlth) 1988 <p>State Anti-Discrimination Legislation</p> <ul style="list-style-type: none"> • Privacy and Personal Information Protection Act 1998 (NSW) • State Records Act 1998 (NSW) • Crimes Act 1900 (NSW) • NSW Anti-Discrimination Act 1977 • The Equal Opportunity Act 2010, (Victoria) • Racial and Religious Tolerance Act 2001 (Victoria) • Information Privacy Act 2000 (Victoria)

Key Related Documents	Selection & Admission Policy Selection & Admission Procedure Student Grievances Complaints Resolution Non-Academic Policy and Procedure Staff Grievances and Complaints Resolution Policy and Procedure Code of Conduct Privacy Policy		
Responsible Officer	Executive Directors		
Approval Authority/ Authorities	Board of Governors		
Date Approved	10/04/2017		
Date of Commencement	11/04/2017		
Date for Review	11/04/2020		
Documents superseded by this Procedure	Access and Equity Policy and Procedure Dec 2012 Admission Policy and Procedure (06/02/2013)		
Amendment History	<p>05/2018 Re-branding – Header & Footer only</p> <p>12/2016 Policy and Procedures separated. Updated formatting and minor amendments Changed formatting- included procedure and policy in one</p> <p>12/2012 Document Minor adjustments and inclusions to policy wording 09/2015</p> <p>1/2018 Update titles of Key Related Documents Reference to the procedure for any breach to the policy</p>		
Signed and dated for Whitehouse Institute Pty Ltd	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Signature </div> <div style="text-align: center;"> Les Taylor _____ Name </div> <div style="text-align: center;"> 30/05/2018 _____ Date </div> </div>		

INFORMAITON FOR PUBLISIHING ON POLICY REGISTER	
Category	Governance
Stakeholders	Academic Board Executive Management Academic Staff Administration Staff Applicants Students