

Access, Equity and Cultural Safety Policy

Purpose

The purpose of this policy is to provide a framework that ensures all clients have fair and reasonable access to training services and are able to participate fully in a safe, inclusive, and culturally respectful learning environment. This includes a commitment to eliminating discrimination, harassment, bullying, and vilification, and fostering cultural safety for Aboriginal and Torres Strait Islander peoples in accordance with Standard 2.5b of the Standards for RTOs (2025).

Policy Statement

National Food Institute (NFI) is committed to delivering high-quality training and assessment services that uphold the principles of access and equity, respect for diversity, and the creation of culturally safe learning environments. In line with our core values:

National Food Institute (NFI) is committed to providing quality training and assessment services in compliance with relevant legislation and the Standards for RTOs. We are dedicated to upholding the principles of access and equity, respecting diversity, and creating culturally safe spaces for all clients, especially those from priority learner groups including Aboriginal and Torres Strait Islander peoples.

Principles

1. Access and Equity

- NFI ensures that all training and assessment services are free from bias and accessible to clients regardless of gender, age, race, religion, culture, linguistic background, marital status, geographic location, socio-economic background, disability, sexual preference, family responsibility, political conviction, or prior educational background.
- All staff will support clients with flexible learning and assessment options tailored to individual needs and circumstances.

2. Cultural Safety and Reconciliation

- NFI acknowledges the Traditional Custodians of the lands on which we operate and respects the cultures and histories of Aboriginal and Torres Strait Islander peoples.
- We are committed to fostering culturally safe learning environments through:

Document	Access and Equity Policy	Revision Date: 30 Jun 2025	Revision: 1.1
RTO Name	National Food Institute Pty Ltd RTO ID 3821	page	Page 1 of 3

- Ongoing staff training in cultural competence and anti-racism
- Inclusion of First Nations content and perspectives where appropriate
- Visual and symbolic acknowledgements such as flags, artworks, and Acknowledgement of Country
- Consultation with Aboriginal and Torres Strait Islander communities and organisations
- Respect for cultural obligations including Sorry Business

3. Anti-Discrimination and Harassment

- NFI has zero tolerance for discrimination, harassment (including sexual, verbal, physical, and non-verbal), bullying, vilification, and victimisation.
- All learners, staff and contractors are expected to treat others with dignity and respect.
- Any breach will be investigated and may result in disciplinary action.

4. Complaints and Appeals

- Clients are encouraged to report behaviour that breaches this policy.
- Complaints will be handled confidentially, fairly, and promptly according to our Complaints and Appeals Policy.

5. Special Needs and Reasonable Adjustment

- Clients are invited to disclose any disability or personal circumstance that may affect their learning.
- Reasonable adjustments will be made to support participation and successful completion of training, without compromising the integrity of the assessment.

6. Language, Literacy and Numeracy (LLN)

- NFI will assess LLN needs and provide appropriate support or referrals as necessary.

7. Roles and Responsibilities

- CEO and Management: Ensure awareness and compliance with this policy across the organisation.
- Staff and Contractors: Prevent and respond to breaches; foster inclusive and respectful interactions.

Document	Access and Equity Policy	Revision Date: 30 Jun 2025	Revision: 1.1
RTO Name	National Food Institute Pty Ltd RTO ID 3821		page Page 2 of 3

- Clients: Respect diversity and contribute to a positive learning environment.

Legislative Framework

This policy is guided by:

- Standards for RTOs (2025)
- National Vocational Education and Training Regulator Act 2011
- Relevant State and Commonwealth anti-discrimination, harassment, and equal opportunity legislation.

Monitoring and Continuous Improvement

NFI monitors compliance through regular policy reviews, feedback from learners and staff, and analysis of complaints. Improvements are documented in our Continuous Improvement Register.

Document	Access and Equity Policy	Revision Date: 30 Jun 2025	Revision: 1.1
RTO Name	National Food Institute Pty Ltd RTO ID 3821	page	Page 3 of 3