



Cairnmillar
INSTITUTE

Treatment | Education | Research

Disability Policy

Policy name	Disability Policy
Policy number	SSP001
Date approved	4 February 2015
Approving body	The Cairnmillar Institute Council
Responsible officer	The Executive Director
Implementation officer	Head of School Head of Administration
Next review date	March 2017
Linked policies	June 2017
Linked forms	Complaints form

Purpose of this policy

This policy identifies the commitments The Cairnmillar Institute (the Institute) makes to people with a disability in order to promote an inclusive work and study environment for the Institute community, which includes students, staff and visitors. The Institute seeks to embed principles of equity and equal opportunity within all Cairnmillar activities at all levels of operation and provide equitable treatment and support for all members of Cairnmillar, to ensure that it:

- Builds a community in which all staff and students, irrespective of background or personal circumstance, are able to reach their full potential
- Develops a culture that acknowledges, respects and values diversity
- Fosters curricula and research programs that draw on, and advance, diverse knowledge and experiences
- Implements inclusive practices in all its activities
- Provides avenues for redress of any unfair, unreasonable or unlawful treatment experienced by staff, students and visitors to the Institute.

Commitment to diversity

The Institute's operations are underpinned by the following principles:

- All people have inherent dignity and the right to be treated equitably
- All people have the right to a work and learning environment that is free from discrimination
- Difference is acknowledged, respected and valued
- The range of needs of members of Cairnmillar are best met by:
 - the use of inclusive practices and
 - the provision of additional support services where required.

Commitment to people with a disability

The Institute is committed to developing services and support for members of the Cairnmillar community who have a disability. Cairnmillar at all times endeavours to abide by the Disability Discrimination Act 1992(DDA).

Operational commitments

As part of the Institute's commitment to meeting the needs of people who have a disability, it is committed to:

- facilitate examination arrangements and other academic support
- redesign access where feasible, assist those using wheelchairs, assist people pushing prams and trolleys
- design of webpages and online materials to include text alternatives to graphics which can then be read by text synthesisers, for students who:
 - have difficulty reading the screen
 - use their mobile phone online
 - turn off the graphics while doing searches to speed up the process
- provide additional assistance if required.

Commitments to students

To meet the needs of people with a disability, the Institute must:

- make adjustments wherever possible, to ensure equity for students with a disability
- make available, after consultation with a student:
 - an aid, facility or service that a student requires because of their disability
- recognise that some students may choose not to disclose their disability
- acknowledge that adjustment may be required for students with a disability in:
 - the enrolment procedure
 - participation in learning experiences
 - assessments

- Provide appropriate student support and services
- Advise students of the specialist services available to them:
 - during orientation week
 - on MOODLE, the learning management system
- Obtain necessary specialist equipment, within financial limitations.

References

Legislative and compliance framework relevant to the development of this policy:

Relevant authority for this policy	Disability Standards for Education 2005 Australian Human Rights Commission Act 1986 (Cth) Charter of Human Rights and Responsibility Act 2006 (Vic) Disability Discrimination Act 1992 (Cth) Equal Opportunity Act 2010 (Vic) Fair Work Act 2009 (Cth) Victorian Equal Opportunity & Human Rights Commission
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Definitions

Definitions for concepts used in this policy:

Disability	<p>According to the World Health Organisation (WHO), disability is a physical or mental impairment that significantly interferes or restricts an individual's ability to participate at home, in education, at work or in the community generally (WHO, 2001).</p> <p>The Disability Discrimination Act 1992 (DDA) covers a disability which people:</p> <ul style="list-style-type: none"> • Have now, • Had in the past, • May have in the future, or • Are believed to have
Discrimination	<p>"Discrimination" is defined in the Equal Opportunity Act 2010 (Vic) and Disability Discrimination Act 1992 (Cth) and is generally described as the unfair or unfavourable treatment of a person because of a personal characteristic or attribute, real or imputed, including the setting of a requirement, condition or practice that is unreasonable and that people with a particular characteristic cannot meet</p>

<p>Discrimination</p> <p>Types</p>	<p>In Victoria, it is against the law for someone to discriminate against you because of a characteristic that you have, or that someone assumes you have. These characteristics include:</p> <ul style="list-style-type: none"> • Age • Carer and parental status • Disability (including physical, sensory and intellectual disability, work related injury, medical conditions, and mental, psychological and learning disabilities) • Employment activity • Gender identity, lawful sexual activity and sexual orientation • Industrial activity • Marital status • Physical features • Political belief or activity • Pregnancy or breastfeeding • Race (including colour, nationality, ethnicity and ethnic origin) • Religious belief or activity • Sex • Personal association with someone who has, or is assumed to have, one of these personal characteristics. <p>(Victorian Equal Opportunity & Human Rights Commission, 2013)</p>
<p>Diversity</p>	<p>“Diversity” most commonly refers to differences between individuals or groups of people in age, cultural background, disability, ethnicity, family responsibilities, gender, language, marital status, religious belief and sexual orientation; diversity may also include other ways in which people are different, such as education, life experience, work experience and socio-economic background</p>
<p>Equal opportunity</p>	<p>“Equal opportunity” is ensuring that everyone has equal access to, and can take part in, aspects of public life, such as education and employment</p>
<p>Equity</p>	<p>“Equity” is the fair treatment of people on the basis of respect and merit, the recognition of disadvantage and the absence of discrimination</p>
<p>Inclusive practices</p>	<p>“Inclusive practices” anticipate and accommodate the needs of a diversity of people, thus minimising the need for adjustments to respond to individual needs, while maintaining quality and other standards</p>
<p>Members</p>	<p>Students and staff at Cairnmillar</p>

Reasonable adjustments	“Reasonable adjustments” are measures which an employer or educator implements to enable the staff member with a disability undertake the inherent requirements of the position or a student with a disability undertake the inherent requirements to meet the academic standards of their course of study
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