



TRAINEE PROGRAM EQUAL OPPORTUNITY POLICY

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In accordance with Federal and State Laws the PGA provides an Equal Opportunity policy towards all Trainees, without discrimination against race, gender, religion, colour and any disability or impairment. This policy extends to all applicants for inclusion in the Program. This policy works in the strictest compliance with Federal and State Laws.

By virtue of the nature of the Program some persons may not be successful in applying for inclusion to the Program due to impairment. Where a person has an impairment which may preclude them from successfully completing the course and presenting for competency assessment, the PGA will endeavour to counsel that person and provide where possible a pathway whereby that person can undertake additional or remedial work in order for them to successfully apply for inclusion in the Program in the future.

MONITORING AND ANALYSIS

In addition to the processes outlined above, other initiatives used to assist in identifying and evaluating continuous improvement include;

- Review of national VET developments through website searches
- Participation in forums which focus on VET issues
- Communication and consultation with other key organisations e.g. Service Skills Council, peak industry associations, government bodies

EEO PRINCIPLES AND PRACTICES

The PGA Academy is aware of EEO principles and practices as they apply to education and training. It will observe the following points:

- Characters (and their names) used in case studies, exercises and examples must be free from stereotypes and unlikely to cause offence.
- Material and presenters must discourage and prevent polarisation of participants.
- The Training Program content, process and/or activities must include all Trainees and avoid giving an advantage to any one individual or group over another.
- Verbal and non-verbal language must be non-discriminatory.
- Humour must be non-discriminatory.
- Training Program materials such as session plans, videos, handouts, graphics, cartoons, computer screens must be non-discriminatory and unlikely to offend.