

## ATC Work Smart

### Access and Equity Policy

#### Respecting Diversity

##### Policy Statement

ATC Work Smart is committed to ensuring that all staff members, employees and client groups have equitable access to our programs and services regardless of their background and characteristics while in our employ.

##### **This may include:**

- Increasing staff training and awareness
- Provide various support methods to clients as needed
- Increasing participation of those belonging to access and equity groups
- Review of marketing and literature
- Target marketing
- Exploring ways to better provide for the target groups needs to ensure successful outcomes.

As an equal opportunity employer ATC promotes employment and training opportunities for minorities, women, individuals with disabilities and those that are socially, economically, geographically and educationally disadvantaged. ATC Work Smart promotes, encourages and values equity and diversity with regard to clients and employees.

Employment decisions are based only on job requirements. These efforts apply to all employment actions, including but not limited to recruitment, selection, hiring, promotion, training and compensation.

ATC Work Smart will develop policies, strategies and targets to provide equal opportunities for those individuals and groups who are disadvantaged and discriminated against in accordance with relevant legislation and principles. It will be the responsibility of all staff to implement the policies and strategies.

ATC Work Smart recognises the need not only to remove barriers to entry and continuing participation but also to encourage participation through appropriate pro-active strategies.

Three assumptions underpin our general policy statement –

- The principal of equal opportunity does not require all people to be treated in the same way. Rather, individual and group differences are recognised and no-one should be disadvantaged because of those differences.
- Taking positive steps to achieve demonstrable progress towards equal education and employment is needed to achieve equity in education and employment outcomes
- Setting targets is a central pro-active strategy to achieve the desired outcomes.

## Legislation

Age discrimination Act, 2004

Equal Opportunities for Women in the Workplace Act, 1999

Disability Discrimination Act, 1992

Human rights and Equal Opportunity Commission Act, 1986

Equal Opportunities Act 1984

Sex Discrimination Act, 1984

Racial Discrimination Act, 1975

*Please also refer to the Bullying Harassment and Equal Opportunity Policy.*

*This policy is accompanied by guidance procedures and further supportive information for staff members. Please refer to the relevant procedure.*