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|  | PARADE COLLEGE RTO Division |
| Disability Action Plan 2022 - 2025 | |

ABOUT THE DISABILITY ACTION PLAN

Parade College – RTO Division is committed to promoting and facilitating equal educational opportunities for people who have a disability, and we endeavour to remove barriers that may prevent people with a disability from accessing our educational services. In so doing Parade College – RTO Division recognises that diversity is an opportunity to enrich and extend opportunities for all.

Parade College – RTO Division recognises and values the individual differences of its students and the community, and recognises that students come into its programs with a wealth of personal knowledge and life experiences.

SCOPE

The Disability Action Plan applies to the RTO's interactions and dealings with all students, prospective students, employers, prospective employers, host workplaces and staff.

DEFINITIONS OF DISABILITY

This plan adopts the definition of disability in Part 1 of the Victorian Disability Act 2006 (incorporating amendments as at 30 March 2022), under which disability means:

- 1.1 A sensory, physical or neurological impairment or acquired brain injury or any combination thereof, which:
 - a) Is, or is likely to be, permanent; and
 - b) Causes a substantially reduced capacity in at least one of the areas of self-care, self-management, mobility or communication; and
 - c) Requires significant ongoing or long term episodic support; and
 - d) Is not related to ageing; or
 - e) An intellectual disability; or
- 1.2 A developmental delay.

NB: Disability also includes behaviour that is a symptom or manifestation of a disability under the Equal Opportunity Act 2010 (Vic).

ACTIONS AND RESPONSIBILITIES

Parade College – RTO Division Disability Action Plan sets out **4 actions** which we have identified that promote an inclusive training environment that supports learners with a disability.

Action 1: Ensuring that students with disabilities are able to access course and enrolment information on the same basis as any other student.

The Parade College – RTO Division website, which will be updated in 2023, will ensure that the support services available to students with disabilities are prominent and equal opportunity information is accessible ensuring that prospective students considering enrolment at the same basis as any other student.

The Parade College – RTO Division are confident that their learning needs are understood and will be supported within Parade College – RTO Division policy. We will be able to measure our success in relation to accessible information by conducting a desk audit in June 2023.

Action 2: Enabling students with disabilities to participate as far as practicable in campus life on the same basis as all other students.

The Parade College – RTO Division will ensure that relevant information about non-academic services and activities, including libraries, careers and employment, counselling, study skills and disability support, is widely distributed and available in multiple formats. The Parade College – RTO Division will participate in an external Disability Network where best practice strategies are identified through discussions and exemplars.

The Parade College – RTO Division team will ensure that all campus activities are assessed in the planning stage to identify and mitigate access barriers, promotional activities are broadly based but also target specific teaching areas, and additional support staff are engaged where practicable at events where students with disabilities require assistance to participate.

We will know we have succeeded when the evaluations conducted after each activity indicate that more students with disabilities have participated in campus events and report that their access needs have been met.

Action 3: Ensuring premises and facilities are accessible and safe for students with disabilities, as far as practicable within budget constraints and timelines for facility upgrades.

In 2023 the Parade College – RTO Division will upgrade the lighting for sight-impaired students and the IT system for hearing impaired students in RTO theory rooms.

In 2023 and beyond the Parade College – RTO Division will ensure that the views and needs of students with disabilities are articulated to any future building project management team. The Parade College – RTO Division expectation is that the designs and construction of all new built environments adhere to recognised access standards.

We will know we have succeeded when the upgrades to the RTO theory rooms are complete and all future RTO buildings / refurbishments are completed and recognised as a best practice example of accessibility and safety for people with disabilities.

Action 4: Promoting inclusive values and practices to the general student population.

Student orientation and course induction activities at the commencement of each semester will reinforce inclusive messages and celebrate the diversity of Parade College – RTO Division student population. Parade College – RTO Division staff members are available to deliver short, customised information sessions to class groups on diverse topics (bullying, student complaints, student code of conduct) to support educators in developing and maintaining respectful and harmonious learning environments for all students.

We will measure of success by reviewing annually the number of student complaints relating to discrimination and evaluating the effectiveness of our response to each case.

HOW WILL WE MONITOR AND REPORT ON THE DISABILITY ACTION PLAN?

Responsibility for delivering actions under this plan is a shared responsibility across the Parade College – RTO Division. To make sure we stay on track and deliver on our promises, the Executive Officer RTO will monitor progress on the 4 actions in the Disability Action Plan and prepare an end-of-year report on the outcomes of the Disability Action Plan and present to the Principal of Parade College.

We will undertake a satisfaction survey with the users of the disability service halfway through the plan (2024). We will undertake a formal detailed review of our progress at the expiry of the plan in 2025. This review will help us the shape our next plan.

Related Documents

Parade College – RTO Division: Access, Equity, Disability and Anti-Discrimination Policy

Parade College – RTO Division: [Disability Support Registration Form \(accessible word doc\)](#)

[Disability Support Registration Form \(writable PDF\)](#)

Parade College – RTO Division: [Consent for Provision of Information Form \(accessible word doc\)](#)

[Consent for Provision of Information Form \(writable PDF\)](#)

[Victorian Version No. 046: Disability Act 2006 \(Version incorporating amendments as at 30 March 2022\): <https://www.legislation.vic.gov.au/in-force/acts/disability-act-2006/046>](#)

[Equal Opportunity Act 2010 \(Vic\): <https://www.legislation.vic.gov.au/in-force/acts/equal-opportunity-act-2010/020>](#)

Review

This action plan must be reviewed no later than five (5) years from the date of endorsement. The action plan will remain in force until such time as it has been reviewed and re-approved or rescinded. The action plan may be withdrawn or amended as part of continuous improvement prior to the scheduled review date.

ACTION PLAN OWNER

The Executive Officer Parade College – RTO Division.

APPROVAL BODY

The Executive Officer Parade College – RTO Division is the approval body.

| Executive Officer Parade College RTO Division | Date Approved |
|-----------------------------------------------|-----------------|
| Anthony Mckay | 21 October 2022 |

NB For Parade College – RTO Division students any costs incurred as a result of consulting with an external agency will be met by the student’s parent or guardian. For external students undertaking VET courses at Parade College – RTO Division students any costs incurred as a result of consulting with an external agency will be met by the home school or referring agency.