



STATEWIDE GROUP TRAINING (SA) INC

ACCESS AND EQUITY POLICY

PURPOSE:

This policy statement outlines the commitment of Statewide Group Training (SA) Inc (SGT) to ensure that all eligible clients have equal opportunity to access our services and enjoy the equality of our assistance to meet their needs regardless of ethnicity, gender, culture, language, religion, disability, lawful sexual activity or geographic location. Principles of this Policy pertain to all SGT activities, Policies and Procedures.

SCOPE:

This policy applies to:

- Board Members
- All employees, including: Managers, Field Officers, Administrative Officers; full time, part time, casual, temporary or permanent staff; apprentices and trainees, contractors, sub contractors, and work experience personnel.
- All aspects of employment; recruitment and selection; conditions and benefits; training and promotion; task allocation; hours; leave arrangements; workload; equipment and transport.
- On site, off site or after hours work; work related social functions; conferences – wherever and whenever staff may be as a result of their SGT duties.

POLICY:

SGT will ensure that all eligible clients have equal opportunity to access our services and enjoy the equality of our assistance to meet their needs regardless of ethnicity, gender, culture, language, religion, disability, lawful sexual activity or geographic location.

The assistance provided by SGT to all stakeholders is underpinned by the following principles and legislative requirements

- Respect – Assistance is delivered from within a framework that promotes mutual respect.
- Communication – Every attempt is made to maximise communication with all stakeholders.
- Participation – All stakeholders are able to enjoy equal opportunities to participate in making decisions about themselves.
- Responsiveness – Every attempt is made to respond to the individual needs of stakeholders.
- Accountability – Statewide's service is accountable for ensuring that stake holders are able to access and benefit from the assistance provided regardless of their individual backgrounds or circumstances.



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SGT will work towards the achievement of the following:

The incorporation of access and equity objective within the different work areas of the organisation ranging from policies and procedures, staff employment, work practices and service delivery. All stakeholders will enjoy equality of opportunities to access our services and assistance to meet their individual needs regardless of their individual backgrounds or circumstances.

- In accordance with its declared values and State and Australian laws, SGT is a non-discriminatory, equal opportunity employer.
- All SGT employees are treated on their merits, without regard to ethnicity or race, age, gender, marital status or any other factor not applicable to their position in the company.
- They are valued according to their knowledge, and their ability, how well they perform their duties and their enthusiasm to maintain company standards.
- All report of acts of discrimination will be treated seriously and investigated promptly, confidentially, and impartially.
- No employee making a complaint or acting as a witness will be disadvantaged in any way. A written report is not required.
- Disciplinary action will be taken against anyone who discriminates against a co-worker.

Other relevant SGT policies:

Employees, and in particular Managers are encouraged to read this policy in conjunction with other relevant SGT policies including (but not limited to):

Code of Conduct Policy
Crisis Care/Pastoral Care Policy
Efficiency and Discipline Policy
Sexual Harassment Policy
Social Media Policy
Workplace Harassment and Bullying Policy

APPROVED: KYM ANDERSON

DESIGNATION: CHIEF EXECUTIVE OFFICER

APPROVAL
SIGNATURE:

DATE: 8TH MAY 2024