

Student Disability and Inclusion Policy

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Purpose

1. The purpose of this policy is to promote inclusive experiences and an equitable physical and digital learning environment for all students.

Scope

2. This policy outlines the rights and responsibilities of students and staff in relation to students who:
 - a) Live with disability, either temporary or permanent
 - b) Live with an enduring health condition
 - c) Undertake carer responsibilities for a person with disability or enduring health condition

Definitions

Adjustment	A measure or action (or a group of measures or actions) taken by Nan Tien Institute (NTI) that has the effect of assisting a student with disability on the same basis as a student without disability, and includes an aid, a facility, or a service that the student requires because of their disability.
Appropriate medical documentation	Medical documentation issued by health professionals registered through the Australian Health Practitioner Regulation Agency (AHPRA) with a valid provider number.
Carer	An NTI student who provides support to a person with disability or an enduring health condition.
Disability	Disability is an evolving concept and disability results from the interaction between persons with impairments and attitudinal and environmental barriers that

	hinder their full and effective participation in society on an equal basis with others.
Discrimination	<p>When someone is treated unfairly because they belong to a particular group of people or have a particular characteristic (for example gender, ethnicity, colour, disability, religion carer’s responsibilities, political beliefs etc.).</p> <p>Indirect discrimination occurs when there is a requirement or rule that is the same for everyone but in effect disadvantages people from a particular group more than people from other groups – unless the requirement is reasonable in the circumstances.</p>
Harassment	Unwelcome behaviour that makes a person feel belittled, intimidated, offended or apprehensive, and that a reasonable person, taking into account all circumstances, would expect to cause offence, intimidation or apprehension.
Reasonable adjustment	Reasonable adjustment is a measure or action which enables a student with disability or an enduring health condition to participate in education on the same basis as a student without disability or an enduring health condition. An adjustment is reasonable if it does not impose unjustifiable hardship and enables students with disability or an enduring health condition to meet inherent course requirements.
Unjustifiable hardship	<p>In determining what constitutes unjustifiable hardship, all relevant circumstances of the particular case will be taken into account, including:</p> <ul style="list-style-type: none"> • the nature of the benefit or detriment likely to accrue or be suffered by any persons concerned • the effect of the disability or enduring health condition of the person concerned • the financial circumstances and the estimated amount of expenditure

Policy Statement

3. NTI is committed to:
 - a) Providing an experience that gives students the opportunity to fully participate at NTI;
 - b) Building a culture where the principles of equity, diversity and inclusion are integrated into everyday activities;
 - c) Maintaining the academic standards of its courses and programs;
 - d) Providing a supportive educational environment and an appropriate level of resources that will enable all students to achieve their course learning outcomes;
 - e) Continuous improvement that will ensure all buildings and facilities are accessible to all people;
 - f) Providing an environment free from harassment and discrimination; and
 - g) Incorporating inclusive design in its activities and endeavours, creating an environment accessible to as many people as possible.
4. NTI is committed to complying with the Disability Standards for Education 2005. The Standards specify responsibilities in the areas of: enrolment, participation, course development and delivery, student support services and elimination of harassment and victimisation. NTI will meet the expectations of the Standards in the following ways:
 - a) Enrolment – by the clear communication of accessibility procedures, availability of services, and use of flexible processes and alternative options, where possible.
 - b) Participation – NTI will endeavour to offer multiple ways in which students may engage with course

content and demonstrate knowledge. We will ensure course materials are accessible to all students, and provide options for off-campus participation. Flexible enrolment policies will maximise opportunities for participation. We will ensure that all campus buildings and facilities are accessible to all students.

- c) Course development and delivery – NTI will prioritise the use of Universal Design for Learning principles in its Teaching and Learning Plan. These principles will be applied in all course materials and learning experience design, ensuring flexible approaches to teaching and learning in order to promote student success and enhance engagement for all students.
- d) Student support services – Student Services will provide assistance and advice to students with disability or an enduring health condition, and ensure recommended reasonable adjustments are in place as required. All students will have access to academic support staff who offer academic support and advice taking into account individual learning needs.
- e) Elimination of harassment and victimisation – NTI has a zero tolerance approach to discrimination and strives to create a safe, inclusive and respectful environment for all students. NTI will regularly monitor and use feedback to improve its inclusive environment, and offers a confidential and supportive complaint process through the Student Grievance and Complaint Policy.

Systems and Procedures

5. To meet the commitment to an inclusive educational environment, NTI will work with students with disability or health conditions to provide reasonable adjustments, allowing students the opportunity to participate in all learning activities and demonstrate their knowledge through learning and assessment requirements.
6. No student is obliged to disclose disability or a health condition. However, students are encouraged to register with the Student Services Office to determine eligibility for support.

REASONABLE ADJUSTMENT PLANS

7. Students wishing to access a Reasonable Adjustment Plan must contact the Director, Student Services and provide medical documentation from a relevant registered health professional.
8. Director, Student Services will meet with the student to discuss their situation and how their disability or health condition impacts, may impact or is impacted by their learning experience in the course they are enrolled in.
9. Director, Student Services will consider specific requirements and potential strategies to support the student's access to learning and these will be finalised by the development of a Reasonable Adjustment Plan.
10. A proposed Reasonable Adjustment Plan must be approved by the relevant Head of Program. This process assists in identifying any implications of a proposed reasonable adjustment and ensures alignment with the inherent requirements of the course.

RESPONSIBILITIES

11. NTI has a responsibility to:
 - a) Ensure that this policy is accessible to all students;
 - b) Ensure that this policy is implemented and applied consistently across NTI; and
 - c) Ensure that students are not treated less favourably as a result of disability or enduring health conditions, manifestation of disability or enduring health conditions, or caring responsibilities for a person with disability or an enduring health condition.
12. Director, Student Services has a responsibility to:
 - a) Provide consultation to students living with disability or enduring health condition in order to recommend reasonable adjustments;

- b) Ensure that current, relevant and appropriate medical or other supporting documentation is provided by the students seeking reasonable adjustments;
 - c) Facilitate reasonable adjustment provisions for eligible students;
 - d) Act as a liaison between students and relevant academic staff to ensure students are supported throughout their study; and
 - e) Where necessary, provide staff with advice in relation to the recommended reasonable adjustments for students.
13. Academic staff have a responsibility to:
- a) Ensure that this policy is applied consistently so that all students are treated fairly and equitably as far as practicable;
 - b) Participate in the consultative process with the Director, Student Services to determine reasonable adjustments; and
 - c) Implement recommended reasonable adjustments, as approved by the Head of Program.
14. Students with disability or enduring health condition, or students who have carer responsibilities for a person with disability or an enduring health condition, who seek reasonable adjustments have a responsibility to:
- a) Contact Director, Student Services to discuss their situation in a timely manner;
 - b) Provide current, relevant and appropriate medical or other supporting documentation; and
 - c) Inform the Director, Student Services when their circumstances or conditions change.

COMPLAINTS

- 15. Students who have a question or concern with their reasonable adjustment plan and the proposed supports, should contact the Director, Student Services in the first instance.
- 16. Where questions or concerns with the reasonable adjustments are not resolved or cannot be addressed, students should refer to the Student Grievance and Complaint Policy for information on how to lodge a formal grievance.
- 17. Student complaints of harassment, discrimination or victimisation on the basis of disability should be lodged as formal grievances under the provisions of the Student Grievance and Complaint Policy.

Legislation and Regulation

Disability Discrimination Act 1992

Disability Inclusion Act 2014

Disability Standards for Education 2005

Higher Education Standards Framework (Threshold Standards) 2021

Contacts

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