

1. PURPOSE

The Brisbane North Institute of TAFE, Students with Disabilities Policy provides a framework for the delivery of teaching and learning practices, and the provision of services and support, to ensure all students with disabilities can participate in a supportive environment that values inclusion, diversity and participation.

2. SCOPE

This policy applies to all current and prospective students with a disability.

3. DEFINITION

TAFE Queensland recognises the definition of disability that is the basis of the Disability Discrimination Act 1992, specifically:

- a physical impairment including physical disfigurement, wheelchair use, chronic pain and back injury
- an intellectual impairment
- a psychiatric condition
- a sensory impairment (hearing, vision)
- a neurological condition e.g. acquired brain injury or learning impairment
- a medical condition that may include asthma, epilepsy, diabetes, heart condition
- a combination of impairments that result in a reduced ability to access vocational education and training, and require support services.

3. LEGISLATION

- TAFE Queensland Equity Policy (2007–2009)
- Commonwealth Disability Discrimination Act (1992)
- Commonwealth Disability Standards for Education (2005)
- Queensland Anti-Discrimination Act (1991)
- Queensland Disability Services Act (1992)

4. DOCUMENTATION

MP98	Disability Services Procedure
IF788	Registration for Brisbane North Institute of TAFE Access Team – Disabilities Service
IF793	Alternate Format Request
IG72	Guidelines for the Provision of Reasonable Adjustments

5. POLICY

Admission and Enrolment

Prospective students have the right to seek admission and enrol through BNIT on the same basis and to the same extent as student without disabilities

Under the Disability Education Standards s 4(2), the education provider is obliged to make a reasonable adjustment to the admissions requirements of the training programs or courses if so required by the prospective candidate.

A prospective student with a disability should be provided with a range of reasonable adjustments to ensure that they have full access to all information from the education provider to enable students to make informed choices. This includes the information that surrounds the admission processes, course information, entry requirements, information sessions and other.

Admission to a course or training program maybe unsuccessful in a case where, a student does not satisfy the entry criteria or the intended measures or actions required for accommodating the student is deemed unreasonable as it would create unjustifiable hardship in accordance with DDA 1992 s 4 (1).

Access and Participation

Brisbane North Institute of TAFE (BNIT) welcomes the responsibility to ensure that students with a disability are able to participate in and access the learning environment offered by the Institute.

This will be reflected in the whole BNIT training experience through;

- undertaking wherever reasonable to provide training content and delivery that accommodates and is accessible by students with a disability
- the delivery of timely and appropriate support services to ensure that students with a disability are able to access the whole of the BNIT environment without any discrimination
- reviewing and upgrading facilities and services to provide physical or other access to students with a disability

Reasonable Adjustment

The Disability Discrimination Act (1992) requires all tertiary Institutes to provide and implement reasonable adjustment if a student or a prospective student with a disability requires an adjustment to enable access and participation to the admission process, training delivery or the environment surrounding these.

Reasonable adjustments or changes should not compromise the academic integrity of the training delivery. However a reasonable adjustment is about the student's ability to access the assessment required by the training package and staff must ensure that a thorough examination of the training package has been completed to provide an equal basis of access as would be provided to a student without a disability.

Whilst the Institute shall take pre-cautionary measures to enable access and participation for all prospective and current enrolled students with a disability, the student will have the responsibility to register with Disability Services to ensure that they have documented evidence of their disability under the definition of the DDA 1992. This process is documented in [MP98](#)

To determine whether adjustments are outside the scope of a reasonable adjustment or will cause undue hardship, BNIT shall examine

- The student's evidence of disability as determined by the DDA 1992
- The views of the prospective or current student and /or their associate
- The effect of the adjustment on the student including the student's ability to access the training, their ability to achieve the goals of the training package and the student's ability to learn independently
- The cost and the benefits of making the adjustment
- The wider community of student's opportunity to access and participation

Students

Prospective and current enrolled students with a disability are valued clients of BNIT. The Institute aims to provide an environment that encourages cultural diversity, is free of discrimination and values the social and academic inclusion of all community members.

To enable students with a disability to progress and attain their training goals through BNIT programs, current and prospective students with a disability have a responsibility to investigate and fully understand the course requirements. This includes having knowledge about the practical and theoretical aspects of the training delivery and what impact the environment of these will have in relation to the person's disability.

Students are also encouraged to investigate registration board or licensing requirements with relevant professional associations or authorising bodies if they are planning to undertake a program where future employment is based upon professional registration or licensing.

Staff

As outlined by the Disability Education Standards (2005), all BNIT staff members have a responsibility to ensure that all students both current and prospective are encouraged and supported to participate in the training environment. BNIT Disability Services will assist both students and staff members with reasonable adjustment design, including information about equipment, software, personal support, information about physical design and access. However the responsibility to ensure that the rights of people with a disability are upheld extends to all Brisbane North Institute staff and applies to the whole student experience which includes;

- Marketing
- Admissions
- Course design, delivery and assessment
- Support services
- Facilities and student graduation

Harassment

The Commonwealth Disability Discrimination Act (1992) under sections 37 and 38, the Disability Standards for Education 2005 and relevant State legislation set our legal requirements in relation to discrimination or harassment on the grounds of disability. All students with a disability have the right to participate in education in a safe environment free from harassment and victimisation. Harassment includes humiliating comments or actions in relation to a person's disability that intimidates, offends or distresses a person with a disability or their associates

Any complaints of harassment or victimisation on the basis of disability will be handled promptly and with due regard to the seriousness of the matter.

Disclosure

Disclosure about a disability or disabilities is not a mandatory requirement of enrolment.

However, in order to obtain additional and timely reasonable adjustments to the training delivery or an admission to a course, it is necessary for a student to inform the Faculty staff or register with BNIT Disability Services prior to or on enrolment. All personal information disclosed is handled in a confidential manner unless the student has provided written consent to have information about their disability disclosed to other relevant Institute staff.

If staff members are aware of a student's requirement for a reasonable adjustment to be made they are requested to direct the student to register with BNIT Disability Services to ensure that the student receives information about support services provision and this process is documented.

BNIT recognises that disclosure of a disability is sensitive information as defined in the Commonwealth Privacy Act (1988) and is not to be disclosed to other staff or student without the applicant's written permission.

DOCUMENT AUTHORISATION

Owned by	(signature)
Position Title	
Authorised by	(signature)
Position Title	Institute Director