



# ANTI-DISCRIMINATION POLICY

## PURPOSE

Australian International Islamic College is committed to protecting students and employees from unlawful discrimination and to responding appropriately should such discrimination occur.

## SCOPE

Students and employees, including full-time, part-time, permanent, fixed-term and casual employees, as well as contractors, volunteers and people undertaking work experience or vocational placements

## REFERENCES

- *Anti-Discrimination Act 1991 (Qld)*
- *Australian Human Rights Commission Act 1986 (Cth)*
- *Age Discrimination Act 2004 (Cth)*
- *Disability Discrimination Act 1992 (Cth)*
- *Racial Discrimination Act 1975 (Cth)*
- *Sex Discrimination Act 1984 (Cth)*
- Australian International Islamic College Sexual Harassment Policy
- Australian International Islamic College Student with Disability Policy
- Australian International Islamic College Student Code of Conduct
- Australian International Islamic College Employee Code of Conduct

Approved By: College Board

Status: Approved

Contact: Principal

Reviewed | Bi-annually

Date Approved: May 2022

Next Review Due: April 2023

This policy may be updated or revised from time to time. The College will not notify you each time the Policy is changed.

## POLICY STATEMENT

All students and employees at Australian International Islamic College have the right to learn and work in an environment free from unlawful discrimination. Australian International Islamic College will provide a fair and safe learning and teaching environment where all students and employees have equal opportunities.

Australian International Islamic College is committed to protecting students and employees from unlawful discrimination and to responding appropriately should such discrimination occur, including possible disciplinary action.

In accordance with relevant law, Australian International Islamic College will act to prohibit unlawful discrimination towards its students and employees, on the basis of “protected attributes” relevant to the school, whilst students and employees are engaging in their education and work at Australian International Islamic College. Both direct and indirect unlawful discrimination are prohibited.

In accordance with the relevant law, Australian International Islamic College prohibits unlawful discrimination against students in all facets of education at Australian International Islamic College, including:

- admission and enrolment applications
- terms of admission and enrolment
- variation of the terms of a student's enrolment
- denial or limitation of benefits normally resulting from enrolment
- exclusion or suspension of students
- assessment and examination
- access to resources and facilities
- treatment of a student regarding training or instruction

In accordance with the relevant law, Australian International Islamic College prohibits unlawful discrimination against employees undertaking all categories of work, whether it be full-time, part-time, permanent, fixed-term, casual, work experience, vocational placement or voluntary, and in every aspect of work, including:

- recruitment
- terms and conditions
- training
- promotion
- termination of employment

## DEFINITIONS

- **Direct discrimination:** Direct discrimination on the basis of an attribute happens if a person treats, or proposes to treat, a person with an attribute less favourably than another person without the attribute is or would be treated in circumstances that are the same or not materially different.

- **Indirect discrimination:** Indirect discrimination on the basis of an attribute happens if a person imposes, or proposes to impose, a term –
  - a) with which a person with an attribute does not or is not able to comply
  - b) with which a higher proportion of people without the attribute comply or are able to comply
  - c) that is not reasonable.
- **Victimisation** refers to less favourable treatment of a person or persons or subjecting them to some form of detriment because the person:
  - a) Has made a complaint or has proposed to make a complaint in accordance with the Policy;
  - b) Has acted as a witness or has proposed to act as a witness in a complaint;
  - c) Has supported a victim or intends to support a victim of a complaint;
  - d) Has been made a respondent in a formal complaint investigation.

## RESPONSIBILITIES

### School Responsibilities

The legislation establishes a legal responsibility on employers to provide workplaces free from discrimination.

Australian International Islamic College takes reasonable steps to prevent unlawful discrimination in the school, as follows:

- Develop and implement an anti-discrimination policy to assist in preventing any instances of discrimination.
- Educate and train relevant employees to assist in preventing any instances of discrimination and to appropriately respond to any instances of discrimination.
- Establish appropriate grievance and complaints procedures via its Australian International Islamic College Complaints Handling Policy to appropriately respond to any instances of discrimination.
- Remove any discriminatory or offensive materials, rules and practices to assist in preventing any instances of discrimination.
- Encourage employees and students to contribute to a healthy workplace culture to assist in preventing any instances of discrimination.

### Student and Employee Responsibilities

All students and employees at Australian International Islamic College have a responsibility not to engage in discriminatory conduct and to uphold the school's policy.

If students or employees believe that this type of behaviour is occurring in the school, they should make a complaint under the school's Complaints Handling Policy.

## **Implementation**

In implementing the Anti-Discrimination Policy, AIC affirms its commitment to the prevention

of such behaviour in the College and aims to:

- Promote appropriate standards of behaviour at all times;
- Implement training and awareness raising strategies to ensure that all AIC students, employees, volunteers and contractors know their rights and responsibilities with regards to discrimination, vilification and victimisation;
- Encourage the reporting of behaviour that breaches this policy;
- Protect individuals from any victimisation or reprisals for being involved in a complaint under this policy;
- Provide an effective procedure for complaints based on the principles of natural justice.

## **Compliance and Monitoring**

AIC will keep appropriate records, monitor and report on discrimination issues. AIC is committed to protecting students from unlawful discrimination and to responding appropriately should such discrimination occur, including possible disciplinary action. Any instances of discrimination should be reported under the AIC Complaints Handling Policy