



LENNOX INSTITUTE CODE OF PRACTICE

As a provider of nationally recognised training, Lennox Institute is committed to provide quality training and assessment services to our clients. Our Code of Practice describes how we achieve measurable outcomes for our students in accordance with the principles and standards of the Australian Quality Training Framework (AQTF).

Our Code of Practice is aligned with our brand of *“advance with training excellence”* and we believe that education is a life long journey for improvement for all students.

Our Code of Practice is made up of attributes which are not available as an auditable record. Lennox Institute can demonstrate if these attributes are absent.

Legislative Requirements

In all dealings with staff and students, Lennox Institute endeavours to observe and comply with all relevant Commonwealth and State legislation and regulations, particularly in relation to:

- occupational health and safety
- workplace harassment, victimisation and bullying
- anti-discrimination that includes equal opportunity, racial vilification and disability discrimination
- privacy
- the delivery and administration of vocational education and training
- all relevant legislation and regulations associated with qualifications offered

Access and Equity

Lennox Institute will meet the needs of individuals and the community through the integration of access and equity guidelines. We will ensure that Access and Equity principles for all people are implemented through the fair allocation of resources and the right to equality of opportunity without discrimination.

We will increase opportunities for people to participate in the vocational education and training system, and in associated decisions, which affect their lives. Lennox Institute prohibits discrimination towards any group or individual in any form, inclusive of:

- gender
- pregnancy
- race, colour, nationality, ethnic or ethno-religious background
- marital status
- homosexuality (male or female, actual or presumed)
- age (in relation to compulsory retirement)