

Equal Opportunities Policy

1. Issue and review

The date of issue of this policy is July 2018. This policy will be reviewed annually.

2. Commitment to equal opportunities

AMEB Ltd is committed to a comprehensive policy of equal opportunities in the management of its qualifications in which individuals are selected and treated on the basis of their relevant merits and abilities without regard to age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion and belief, sex or sexual orientation, and are given equal opportunities. The aim of this policy is to ensure that no candidate taking part in a Rockschooll exam receives less favourable treatment on grounds not relevant to good practice.

AMEB Ltd will endeavour to ensure that no candidate is disadvantaged on any of the grounds detailed above. We will provide information, materials and assessments which are free from bias, use plain English and are user friendly for all our customers. Equal opportunities extend to all aspects of our organisation and all our staff, including our examiners and moderators, who will treat all candidates fairly.

Candidate responsibilities

All candidates have a duty to co-operate to ensure that this policy is effective to ensure equal opportunities and to prevent discrimination. Candidates must not harass or intimidate other candidates on the grounds of race or sex, disability or sexual orientation and must not victimise or retaliate against candidates who make such allegations.

3. Complaints relating to equality of opportunity

AMEB Ltd treats any allegations of sex or racial discrimination or discrimination on the grounds of disability or sexual orientation seriously. Should any candidate, provider, parent or teacher feel that discrimination on any grounds has occurred they should contact the AMEB Federal Office immediately on **03 8660 5800** or e-mail office@ameb.edu.au.

4. Reasonable adjustments and special considerations

AMEB Rockschooll deals with requests for reasonable adjustments and special considerations on a candidate-by-candidate basis. Please see AMEB Rockschooll's Reasonable Adjustments and Special Considerations policy for further details available on our website: rockschooll.ameb.edu.au or rockschoollnz.co.nz.