

Fair Treatment and Equal Benefits and Opportunity Policy

Sydney Theatre Management Pty Ltd trading as Sydney Theatre School (STS) ABN: 64 112 467 348
and ACN: 112 467 348

1. Overview 1.1. STS supports the concept of equal opportunity and is committed to providing all staff, students and potential students with a working and learning environment which values diversity, respects differences and provides an environment that is safe, healthy, positive, supportive and free from all forms of harassment, bullying and discrimination.

2. Definitions 2.1. For the purposes of this document the following applies: 2.1.1 The Act refers to the Higher Education Support Act 2003 2.1.2 Student/s refers to all persons enrolled in a unit of study who are, or would be entitled to VET FEE-HELP or VET Student Loans assistance under clause 43 of Schedule 1A of the Act; 2.1.3 Potential Students refers to all persons seeking to enrol in a VET unit of study that meets the course requirements under subclause 45(1) of Schedule 1A of the Act and who are, or would be, entitled to VET FEE-HELP or VET Student Loans assistance under clause 43 of Schedule 1A of the Act.

3 Fair Treatment 3.1 STS will treat fairly all Students and Potential Students.

4 Student Selection 4.1 STS has open, fair and transparent procedures about: the selection, from among Potential Students; and the treatment of Students. 4.2 Potential Students seeking to enrol in a VET unit of study with STS, regardless of their background, circumstances or eligibility for funding, will be assessed for entry to study through the same published entry requirements that appear on STS website. The selection criteria includes:

4.2.1 Application of merit

The application of merit in decision-making processes would generally be expected to involve STS considering each application on a case by case basis and not applying inflexible policies that preclude eligible applicants from having their application considered. Potential Students seeking to enrol in a VET unit of study with STS regardless of their background, circumstances or eligibility for funding, will be assessed for entry to study through the same published entry requirements and through the same process.

Entry Requirements

1) Minimum entry requirements for courses are published on the STS website and in course brochures.

2) Students will be selected for entry into STS courses if:

they have completed Australian Year 12 or equivalent; OR successfully completed the approved LLN assessment; AND demonstrated skills through the audition and interview process outlined on the STS website AND have reached the age of 17 on or before the first scheduled class.

3) The above paragraph does not prevent STS taking into account, in making decisions mentioned above, educational disadvantages that a particular Student or Potential Student has experienced or the fact that the student or Potential Student may be enrolled via a VET restricted access arrangement.

4) All applicants must formally apply to STS before commencing their studies.

5) All applicants must complete the STS Student Application Form, and attend an interview and an audition, with the Managing Director and/or other nominated officer/s at STS

6) At interview the student will be asked to:

a) Provide information on their aspirations to pursue a career in the industry b) Demonstrate their ability to successfully complete the course c) Demonstrate their aptitude for vocational study

7) If more applications are received than there are available places in the course, selection will be based on an assessment of the applicant's previous experience; academic results; audition performance; and/or assessment at interview. Following these assessments final selection will be determined by the Managing Director and/or other nominated officer/s at STS.

4.2.2 No income test STS does not apply an income test when making decisions about which of its students is eligible for VET Student Loans assistance.

4.2.3 Educational disadvantage When making decisions about the selection of students, STS will take educational disadvantages that a particular student has experienced into account. STS will consider a particular student's specific circumstances before making a decision about whether the student has actually suffered educational disadvantage and will avoid using "proxy indicators" of educational disadvantage. Each situation will be dealt with on a case by case basis.

5 Monitoring and Evaluation

5.1 The operation of this policy and procedure will be monitored and a review carried out in 2018.

6 Publication

6.1 This Fair Treatment and Equal Benefits and Opportunity Policy and Procedure will be made available to Students and Potential Students through publication on the website www.sydneytheatreschool.com and in the student handbook or course leaflets.

This policy was approved by the governing body of Sydney Theatre Management Pty Ltd T/A Sydney Theatre School – Directors Mark Joseph Justin Matthews and Megan Anne Matthews - on 22nd December 2017.

Version 1 dated 22nd December 2017