

		Ref No.	6 - 01
		Version No.	3
		Date Issued	1 March 08
Title	EQUAL EDUCATIONAL OPPORTUNITIES		
Responsibility	Academic Quality Programme Manager		

1. PURPOSE

To ensure all prospective students and enrolled students at Telford have equal and equitable access to tertiary education and training irrespective of gender, race, disability, age, marital status, sexual orientation, or religious or ethical beliefs; subject to the provisions of the Human Rights Act 1993.

To set guidelines for eliminating any barriers to equitable access to education and training, and for minimising the risk of discriminatory practices occurring within any facets of Telford's operations.

2. APPLICATION

This Policy and Procedure applies to all Telford students and prospective students.

3. DEFINITIONS

For the purposes of this Policy and Procedure Equal Educational Opportunities (EEoO) includes:

- Access to tertiary education;
- Access to Telford services and facilities;
- Access to specialist learning support;
- Access to programmes and courses of study;
- Access to accurate, relevant and timely information;
- Access to scholarships and awards;
- Access to full-time and part-time study;
- Access to buildings, accommodation and the wider Telford environment.

4. STATUTORY OBLIGATIONS

This Policy and Procedure complies with the relevant provisions of the Human Rights Act 1993 (in particular Section 21 and Part II); and the Education Act 1989.

5. POLICY

- 5.1 Telford will ensure that all its services, facilities and programmes of study are offered in a non-discriminatory fashion, in accordance with the relevant provisions of the Human Rights Act 1993.
- 5.2 Telford will ensure that any barriers which cause or perpetuate, or tend to cause or perpetuate, inequality in respect of the educational opportunities of any person or group of persons, are identified and progressively eliminated.

- 5.3 Telford will take specific initiatives aimed at ensuring greater participation and representation of disabled people (where appropriate and safe to do so), and other under-represented or disadvantaged groups.
- 5.4 Telford will promote equal educational opportunities as an integral part of Telford policies and procedures.
- 5.5 Telford will monitor, review and evaluate progress towards achieving equal educational opportunities through the EEEEdO Committee.
- 5.6 The Council has established an Equal Employment and Educational Opportunities (EEEEdO) Committee and approve its Terms of Reference.

6. PROCEDURE

- 6.1 Telford's EEEEdO Committee will develop and implement an annual Equal Employment and Education Opportunities Programme (EEEEdOP), which includes strategies to eliminate any barriers or perceived barriers to students' education and training.
- 6.2 The EEEEdO Committee will prepare the EEEEdO Programme in alignment with established Key Performance Indicators in the TRP Plan and will monitor the effectiveness of the programme and the progress in achieving its objectives, on a regular basis.
- 6.3 The EEEEdO Committee minutes will be forwarded to the Council and Academic Board.

7. RECORD MANAGEMENT

Record	Responsibility	Filed	Retention Time
EEEEdO Committee Minutes	Chairperson	G Drive	Indefinite
EEEEdO Programme	Chairperson	G Drive	Indefinite

8. ASSOCIATED DOCUMENTS

Nil.

REVISION HISTORY			
Version	Description of Change	Author	Effective Date
1	New Document	External Consultant	April 2004
2	Minor change	QMS Team	June 2006
3	Alignment of the QMS with actual practices at Telford in response to the ITPQuality Audit Report, April 2007. Clauses 5.3 and 5.4 deleted from version 2, Clauses 5.6 and 6.3 added to version 3, clause 8 added. Minor editing and re-formatting.	QMS Policy Review Committee	1 March 2008