



Policy Number HR014

DIVERSITY EQUITY AND INCLUSION POLICY

Introduction

Ormond College is committed to fostering a diverse, equitable, and inclusive community where all individuals feel valued, respected, and empowered to thrive. We embrace diversity in all its forms, ensure equity by providing fair opportunities for all, and cultivate an environment where everyone has a genuine sense of belonging. Through these principles, we actively build a culture that enriches learning, innovation, and shared success.

This policy outlines our commitment to embedding diversity, equity, and inclusion (DEI) across all aspects of college life. It serves as a guiding framework for our students, employees, and broader community, ensuring that Ormond remains a place where different perspectives are valued, barriers to participation are removed, and every individual is supported to reach their full potential.

Scope

This policy applies to all team members of Ormond College. For the purposes of this policy, the term team member includes all employees, embedded contractors, and consultants.

This policy applies whenever and wherever team members are at work, even if this work is undertaken outside ordinary business hours or away from the College. This includes:

- Working remotely
- Off-site training days
- Social events and team celebrations [on or off-site]
- Stakeholder engagements, events, and conferences

Our Commitment to Diversity, Equity and Inclusion

At Ormond College, we are committed to:

- **Diversity:** Recognising and celebrating the unique backgrounds, experiences, and perspectives of all individuals.
- **Equity:** Ensuring fairness by identifying and addressing barriers to participation and success.
- **Inclusion:** Creating an environment where all voices are heard, and everyone feels safe, respected, and supported.

Purpose

Ormond College strives to create an environment where all team members have equal opportunities and are treated with respect and impartiality, aligning with our values of respect, community, learning,



diversity, heritage, and integrity. This commitment is reflected in decision-making processes, including:

- Recruitment and selection
- Internal promotion and remuneration reviews
- Performance management
- Education, training and development
- Career advancement
- Flexibility
- Accessibility
- Policies and procedures

The College is committed to supporting all team members in the achievement of a diverse and inclusive workplace. Managers are responsible for developing and encouraging an open environment where all team members are treated with respect and dignity.

Measurable Objectives

The College will establish and review, on a yearly basis, practical measurable objectives for the achievement of diversity and inclusion. These objectives may include:

- Reporting on equitable promotion and advancement opportunities.
- Increase the representation of underrepresented groups in the workforce.
- Achieve and maintain pay equity across all demographics.
- Increase diversity at the leadership and executive levels.
- Implementing training and development programs that promote and embed, diversity, equity and inclusion practices within the organisation.
- Minimise instances of bias, discrimination, and harassment.

The Executive Group is responsible for the approval of initiatives to achieve measurable objectives relating to diversity, equity and inclusion. The Senior Management Team (SMT) is responsible for implementing approved initiatives with support from all team members within their portfolio.

Monitoring and Reporting

The People and Capability Team will regularly measure and report on the progress towards achieving diversity, equity and inclusion objectives and will conduct an annual assessment of the measurable objectives. This will include but is not limited to using the annual Employee Engagement Survey.

The Executive Management Group will regularly report to the Council on the progress towards achieving diversity and inclusion objectives.



Disclosure of diversity equity and inclusion reporting and outcomes will be made to key stakeholders on an annual basis, for example, via reporting to the Workplace Gender Equality Agency (WGEA) as required.

Compliance

The People and Capability Team will proactively monitor organisational performance in meeting policy requirements.

The People and Capability Team, in partnership with the SMT, will ensure that all employees undertake regular compliance training in relation to diversity, equity and inclusion, and legislative and other responsibilities relating to anti-discrimination, workplace bullying & harassment, and equal employment opportunity.

The People and Capability Team will also conduct regular reviews of the processes relating to recruitment, remuneration, promotion and advancement, performance management, flexibility, grievance handling and training and development to assess the implementation of and compliance with this policy.

Managers have a responsibility to ensure the workplace is free from discrimination, harassment, or bullying, and that all team members comply with the diversity, equity and inclusion policy.

Related Template, Forms and Policies

- HR017 Code of Conduct for Staff Policy
- OC SAFE Discrimination, Bullying and Victimisation Policy and Procedure
- OC SAFE Sexual Harm Policy
- OP005 Occupational Health and Safety Policy
- HR001 Recruitment and Selection Policy
- HR006 Leave Policy
- HR007 Employee Grievance and Complaints Policy and Procedure
- HR015 Managing Workplace Underperformance Policy and Procedure
- HR020 Flexible Working Policy
- HR024 Staff Health and Wellbeing Policy