

POLICY

EQUAL EDUCATIONAL OPPORTUNITIES

(05.002)

POLICY

Northland Polytechnic Ltd shall ensure that equal educational opportunities (EEo) are available to all students; and that students with physical or learning impairments have access to appropriate services of a reader writer and/or assistive technologies for assessment and examination purposes.

PURPOSE

To remove barriers to learning opportunities and reduce inequity, to increase participation and improve the learning experience of disadvantaged and under-represented groups in the community.

APPLICATION AND SCOPE

This policy applies to all Northland Polytechnic Ltd programmes.

DEFINITIONS

- *Learning Impairment*
A neurological processing dysfunction that leads to difficulties in the acquisition and use of listening, speaking, reading, writing, reasoning, memory (auditory long term/short term), memory (visual long term/short term), mathematics. Other terms often used in context include dyslexia, dyscalculia, dysgraphic, alexia or non-verbal learning disorder (NLD).
- *Physical Impairment*
Sight impairment, hearing impairment, limb impairment, movement impairment
- *Reader/Writer*
A person provided to assist a student, with an evidenced learning disability, during their programme of study.
- *Assistive Technology*
Any item, piece of equipment, software or product system that is used to increase, maintain, or improve the functional capabilities of individuals with impairments.

COMPLIANCE OBLIGATIONS

- *Education Amendment Act 1989*
- *Human Rights Act 1993*
- *The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021*

Responsibility Executive manager with responsibility for academic quality

Approval dates October 2015

Next Review October 2021

OTHER RELATED DOCUMENTS

Policy: *Anti-Harassment and Bullying* (04.014)
Policy: *Security* (03.011)
Academic Statute and Regulations
Associated Procedures and Guidelines (Appendix 1)

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PROCEDURES AND GUIDELINES

1.0 Northland Polytechnic Ltd shall:

- Be committed to providing equity of educational outcome for all people regardless of gender, marital status, religious or ethical belief, age, political opinion, employment status, family status, disability, sexual orientation or ethnic origin.
- Work to remove the causes of unfair discrimination, direct and indirect, wherever these are identified.
- Identify and eliminate any institutional barriers that cause or perpetuate inequality with respect to educational opportunities for any person or group of persons; and ensure that programme selection criteria are not barriers to educational opportunities.
- Recognise the need for greater involvement of Māori in education and aim to fulfil our obligations to meet the educational needs of Māori, in accordance with the Education Act 1989.
- Encourage the greatest possible participation by our community; giving particular emphasis to eliminating barriers that cause under representation nationally in areas such as gender for non-traditional courses, people with disabilities and Māori and Pacific Island's people.
- Seek to fulfil the commitment to equal educational opportunities in situations where the number of suitable applicants who meet all academic and other requirements for a programme exceeds the number of places available.
- Maintain and review curriculum development, design and delivery to ensure that academic approval and review processes include consideration of how individual programmes impact on students and communities from under-represented groups identified in this policy.
- Provide information in the Annual Report on the elimination of barriers to student progress in accordance with any requirements of the Human Rights Act 1993.

2.0 Notwithstanding the Northland Polytechnic Ltd's commitment to equal educational opportunities, access to programmes may be restricted where a candidate:

- Has a previous outstanding debt with Northland Polytechnic Ltd
- Cannot meet the health and safety requirements associated with a programme due to a physical or mental impairment.

3.0 There is a Northland Polytechnic Ltd-wide responsibility for all staff in the implementation of equal educational opportunities in accordance with this policy.

4.0 Reader/Writers

4.1 An approved reader/writer will be provided where a student is eligible for this provision. Acceptable evidence for eligibility includes: documentation from a medical practitioner (medical certificate), or a report from a valid organisation substantiating that the student has a physical or learning impairment, injury or medical condition that does not allow them to read or write adequately for the assessment.

4.2 A student must request the assistance of a reader/writer a minimum of two weeks prior to any assessment or examination.

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- 4.3 The reader/writer will read the material as written in the assessment and cannot interpret that information for the student.
- 4.4 The reader/writer will write only what is dictated to them by the student and will not interpret that information.
- 4.5 On completion of the assessment or examination, the reader/writer will read back what they have written word for word; the student will correct this work as necessary and must sign off the script.
- 4.6 Where a reader/writer is used by a student, the examiner must review the time required to complete the examination and extend the time to meet the additional needs of the student (rest breaks, review).

KEYWORDS

Inequity	Gender
Disadvantaged	Marital status
Under-represented groups	Religious belief
Equal Educational Opportunities (EEo)	Ethical belief
Equal Employment Opportunities (EEO)	Age
Human Rights	Political opinion
Harassment	Employment status
Reader Writer	Family status
Learning impairment	Disability
Security	Sexual orientation
Discrimination	Ethnic origin
Diversity	Non-traditional courses

REVISION HISTORY			
Version	Description of Change	Author	Effective date
1	New – replaced A98/21	QMS Team	October 2008
2	Review – management structure changes	QMS Team	July 2010
3	Review	G Smith	September 2013
4	Review – incorporated content of 06.003 (<i>Reader Writer</i>)	QMS Team	November 2015
5	Triennial Review – minor changes to P & G	QMS Team	September 2018
5.1	Add 'Ltd' to Northland Polytechnic	QMS Team	May 2020
5.2	Add Compliance Obligation: <i>The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021</i>	QMS Team	April 2022