



## ACCESSIBILITY AND INCLUSION POLICY

Policy Owner	University Registrar
Contact Officer	Accessibility and Inclusion Advisor
Endorsement Authority	University Registrar
Date of Next Review	14 March 2025

### 1. PURPOSE AND OBJECTIVES

The purpose of this Policy is to ensure all current and prospective [Students](#), [Carers](#) of students, and staff with [Disability](#) have inclusive access to Bond University's buildings and facilities, services, information, events and academic programs in accordance with the obligations Bond University has under the *Disability Discrimination Act 1992* and *Disability Services Act 2006*.

Bond University has an [Accessibility & Inclusion Action Plan](#) which gives effect to this Policy and to meet the requirements of existing State and Federal legislation.

#### 1.1. PRINCIPLES

Bond University recognises its obligations to provide a safe physical study and work environment for students and staff with disabilities. The University will endeavour to:

- identify and eliminate unlawful [Discrimination](#) in order to promote a study and work environment that is equitable for its students and staff with disabilities.
- provide dignified, equitable and reasonably achievable access to buildings and facilities and services within the buildings for students, staff and visitors.
- ensure the delivery of services to students and staff with disabilities in a manner which respects and promotes their human dignity, rights and opportunities, privacy, and confidentiality.
- promotes the creation of an environment where everyone is treated fairly and with respect, and free from racism and unlawful discrimination. All staff students and visitors are required to comply with the University's Anti-discrimination Policy.

### 2. AUDIENCE AND APPLICATION

All Bond University Staff, Students and Visitors

### 3. ROLES AND RESPONSIBILITIES

Role	Responsibility
Student	Clause 4.1.2 Responsible for disclosing the nature of their disabilities and their needs for any measures to accommodate those disabilities to the Accessibility and Inclusion Advisor within the published timelines.
	Clause 4.1.4 Develop a Learning Access Plan in conjunction with the Accessibility and Inclusions Advisor
	Clause 4.1.5 Advise the Accessibility and Inclusions Advisor of any requirement for a carer or assistant
Accessibility and Inclusions Advisor	Clause 4.1.4 Develop a Learning Access Plan in conjunction with the student
Staff members	Clause 4.2 Inform the University of any reasonable adjustments that may be required in order to carry out required duties of a position.

### 4. POLICY STATEMENT

#### 4.1. Provision of Education Facilities

##### 4.1.1. Prospective Student Disclosure

Prospective students with disabilities are responsible for disclosing the nature of their disabilities and their accessibility needs during Bond University's admission and enrolment procedures. Failure to disclose may result in the University being unable to provide the individual with any accommodating requirements.

Bond University will request information or documentation from a qualified health practitioner about the student's Disability and individual requirements in order to assess what is a reasonable adjustment for that student.

##### 4.1.2. Current Student Disclosure

Current students with disabilities are responsible for disclosing the nature of their disabilities and their needs for any measures to accommodate those disabilities to the [Accessibility and Inclusion Advisor](#)

within the timelines published on the [Bond Accessibility and Inclusion](https://bond.edu.au/current-students/services-support/accessibility-inclusion) website (<https://bond.edu.au/current-students/services-support/accessibility-inclusion>). Any requests for accommodations must be supported by evidence from either medical or other experts relating to the nature of the student's Disability. It is reasonable for Bond University to request additional information if required to assess the impact of the Disability on a Student's learning and to determine what reasonable adjustments should be made for assessment purposes. When assessing a request for reasonable adjustment, Bond University will preserve the [Program Inherent Requirements](#) of an academic program.

#### **4.1.3. Reasonable Adjustment**

Bond University will maintain the academic requirements for its subjects/programs and will ensure that those upon whom it confers an award can present themselves as having the appropriate knowledge, experience and expertise implicit in the holding of that particular award. (*Disability Standards for Education* Clause 3.4(3)).

'Reasonable adjustments' will be made to accommodate a Student with Disability, but a reasonable adjustment needs to be justifiable while upholding the integrity of the subject/program. A 'reasonable adjustment' is a measure or action taken to assist a Student with Disability to participate in education on the same basis as other Students.

An adjustment is reasonable if it can be made whilst preserving the Program Inherent Requirements and/or stated learning outcomes of a subject/program, the Student's education needs and balancing the interests of all parties affected, including the University, staff and other Students.

Bond University will not provide an adjustment that would impose [Unjustifiable Hardship](#) or compromise the health and welfare of the Student.

#### **4.1.4. Learning Access Plans and Support Services**

Bond University will take all reasonable steps to ensure that all Students will be able to use Student support services on the same basis and without experiencing discrimination, regardless of Disability.

A [Learning Access Plan](#) will be provided to a Student whose situation warrants reasonable adjustment. This plan will be developed with the Student by the Accessibility and Inclusion Advisor and will document the Student's individual needs for adjustment to learning and assessment conditions, how these will be implemented, and how the Student will be supported to have the same opportunity to succeed in their studies as other Students. Where a Student receives reasonable adjustments, they will be required to attend any support services specified by the Accessibility and Inclusion Advisor and included in the Learning Access Plan. The Learning Access Plan will be distributed to relevant academic staff. Confidential information provided to Bond University will only be disclosed for the purposes of making reasonable adjustments, or in accordance with University [Privacy Policy](#), or in response to a lawful request.

#### **4.1.5. Carer or Assistant**

Where a Student with a Disability requires a [Carer or Assistant](#):

- It is the responsibility of the Student who requires the Carer or Assistant to apply to the Accessibility and Inclusion Advisor so that provision may be included in the Learning Access Plan;
- It is also the responsibility of the Student to individually inform the Lecturer or Tutor prior to class commencing if a Carer or Assistant will be attending class and to register the Carer's car [online](#);
- The Carer or Assistant should be unobtrusive and a non-participant of the class; and
- If the Student is involved in any clinical practices that involve signing confidentiality agreements as part of class participation, then the Carer or Assistant must also sign such an agreement.

## **4.2. Employment**

Bond University recognises and values the importance of establishing a diverse workforce and promotes equitable employment practices which are intended to ensure that the best person is employed for the job in a climate free from discrimination.

It is reasonable to seek information and evidence about a prospective employee's Disability requirements, provided that the purpose of the inquiry is to provide equal opportunity or to provide accessible services to support an employee with Disability. Bond University may request in advance supporting evidence from either medical or other expert opinion relating to the nature of the prospective employee's Disability.

#### **4.2.1. Reasonable Adjustment**

Reasonable adjustment does not include changing the [Employment Inherent Requirements](#) of the position but rather is intended to enable an employee to meet those requirements. An adjustment is reasonable if it can both take into account the employee's needs and balance the interests of all parties

affected, including the University and other employees. For example: a 'reasonable adjustment' might be an alteration to a feature of the work environment or workstation.

In making the adjustment, each case needs to be considered in its own circumstances and on its own merits in consultation with the Manager/Supervisor of the area. Reasonable costs will be met by the relevant Faculty/Bond University College or Office.

#### 4.3. Physical Environment

Bond University will develop its campus and facilities to support equitable use and meet current standards for access and mobility.

##### 4.3.1. Student Accommodation (on campus)

Bond University Student Accommodation is able to accommodate a limited number of Students with a mobility Disability. These rooms are designed for access by persons with Disability in accordance with the appropriate current Australian Building Codes and Australian Standards.

#### 4.4. Unjustifiable Hardship

Bond University is not required to provide a reasonable adjustment that would impose Unjustifiable Hardship or compromise the health and welfare of the Student, staff and/or others.

In determining whether a requirement would cause Unjustifiable Hardship to the University, the advice of the Manager, Work, Health & Safety, and the Accessibility and Inclusion Advisor should be sought.

### 5. DEFINITIONS, TERMS, ACRONYMS

Bond University uses the definitions of disability, discrimination and [Harassment](#) as stated under [Commonwealth](#) and [State legislation](#).

<b>Accessibility and Inclusion Advisor</b>	The Accessibility and Inclusion Advisor(s) employed in that role by Bond University from time to time.
<b>Carer or Assistant</b>	For the purposes of this Policy, a <b>carer or assistant</b> , in relation to a person with a Disability, is one of the following who provides assistance or services to the person because of the Disability:  (a) a carer; (b) an assistant; (c) an interpreter; (d) a reader.
<b>Disability</b>	A temporary or permanent, total or partial, lifelong or acquired impairment that is attributable to a physical, sensory, intellectual, psychiatric, neurological, cognitive learning difficulty, disfigurement and/or serious illness. This impairment results in a reduced ability to access services provided by the University, and a need for support services to overcome these barriers.
<b>Discrimination</b>	To treat a person less favorably because of his or her disability, than a person without that disability would be treated in the same or similar circumstances.
<b>Harassment</b>	An action because of, or in relation to, the disability of a person that humiliates, offends, intimidates or distresses, whether intended or not.
<b>Employment Inherent Requirements</b>	Inherent Requirements are the essential activities of the job: those core duties that must be carried out in order to fulfil the purpose of a position. Inherent requirements relate to outcomes/results/what must be accomplished, rather than means, or how it is accomplished.  Inherent Requirements do not refer to all of the requirements of a job, but contrast with peripheral or non-essential tasks.
<b>Program Inherent Requirements Students</b>	Refer: <a href="https://bond.edu.au/entry-to-bond/entry-requirements/inherent">https://bond.edu.au/entry-to-bond/entry-requirements/inherent</a>  For the purposes of this Policy, includes Bond University and Bond University College students.
<b>Learning Access Plan</b>	A Learning Access Plan is a document provided by the Accessibility and Inclusion Advisor that outlines the reasonable adjustments recommended for a student with a disability at Bond University.

**Unjustifiable  
Hardships**

Unjustifiable hardship is based on an assessment of what is fair and reasonable in the circumstances.

**6. RELATED DOCUMENTS**

[BondAbility Student Information Pack](#)

[Learning Access Plan application form](#)

[Health Practitioner Report](#)

[Process for Accessing Support](#)

[Disability Discrimination Act 1992 \(Commonwealth\)](#)

[Anti-Discrimination Act 1991 \(Qld\)](#)

[Disability Services Act 2006 \(QLD\)](#)

[Disability Services Regulations 2017 \(QLD\)](#)

[Disability Standards for Education 2005](#)

[Disability \(Access to Premises - Buildings\) Standards 2010](#)

[Anti-Discrimination Policy \(GOV 1.1.6\)](#)

[Privacy Policy \(INF 6.5.1\)](#)

**7. MODIFICATION HISTORY**

Date	Sections	Source	Details
6 March 2024	1.1	Provost	V 6.1: Add dot point on Anti-discrimination and racism
14/3/2022			V6 Change of name
18/8/2021			V5
2/5/2018			V4.1
30/5/2016			V4
5/6/2014			V3
12/3/2013			V2
10 March 2008			Date First Approved

**APPROVAL AUTHORITY:** Vice Chancellor