

# Code of Practice



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As a Registered Training Organisation, Shafston has agreed to operate within the Principles and Standards of the Australian VET Quality Framework. This includes a commitment to recognise the training qualifications issued by other Registered Training Organisations.

### Legislative Requirements

Shafston will meet all legislative requirements of State and Federal Government including Workplace Health and Safety and Workplace Relations.

### Access and Equity

All students will be recruited in an ethical and responsible manner and consistent with the requirements of the curriculum or National Training Package. Our Access and Equity Policy ensures that student selection decisions comply with equal opportunity legislation. Therefore, no student will be disadvantaged because of colour, race, gender, or employer. Appropriate qualified staff will assess the extent to which the applicant is likely to achieve the stated competency standards and outcomes of the course, based on their qualifications and experience.

### Quality Management Focus

Shafston has a commitment to providing a quality service and a focus on continuous improvement. We value feedback from students, staff, employees, and other stakeholders for incorporation into future programmes.

### Student Service

We have sound management practices to ensure effective student services. In particular, we have student service standards to ensure timely issue of student assessment results and qualifications. These will be appropriate to competence achieved and issued in accordance with national guidelines.