

## Diversity and Inclusion Policy

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### 1 Purpose

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- 1.1 AFTRS believes that creativity is improved by diversity. We are committed to creating a dynamic, diverse and inclusive organisation reflective of contemporary Australian society.
- 1.2 We proactively support participation by talented people from all walks of life and seek to learn from and share knowledge with those whose backgrounds and life experiences differ from our own.
- 1.3 Our educators and staff cultivate creativity and innovation in screen and broadcast education and industry practice, including by supporting storytelling that is reflective of the Australian community in all its diversity.

### 2 Scope

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- 2.1 This policy applies to AFTRS employees and students.
- 2.2 This policy also relates to the Diversity and Inclusion Action Plan developed by the AFTRS Diversity Taskforce.

### 3 Policy Statement

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- 3.1 AFTRS is committed to making diversity and inclusion integral across all our activities, by:
  - 3.1.1 seeking to increase the diversity of our student and staff populations;
  - 3.1.2 providing for the needs of diverse groups and removing barriers to participation for members of under-represented groups in Australian society;
  - 3.1.3 ensuring diversity in the course materials and practitioners we profile; and
  - 3.1.4 modelling inclusive leadership in screen and broadcast education and industry practice.

## 4 Strategies

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- 4.1 To fulfil these commitments, AFTRS will:
  - 4.1.1 set targets to increase diversity in the student and staff populations;
  - 4.1.2 promote inclusion in AFTRS' culture through training, leadership and adherence to our values and charter;
  - 4.1.3 provide equal opportunity by removing barriers to participation and progression in employment and education so that all staff and students have the opportunity to fully contribute;
  - 4.1.4 develop and offer programs and services which aim to overcome disadvantage for members of staff and student diversity groups;
  - 4.1.5 continue to reflect Aboriginal and Torres Strait Islander culture and heritage in the life of the School and ensure that the Schools' learning, teaching and cultural activities reflect all of Australian culture, inclusive of the First Nations peoples;
  - 4.1.6 enhance the quality of students' learning through the provision of culturally, socially and gender-inclusive education in areas such as curricula, teaching methods, assessment and provisions, written and audio-visual material and student services;
  - 4.1.7 uphold the AFTRS Charter and enforce its commitments.
- 4.2 While this policy forms the overarching framework for Diversity and Inclusion policy at AFTRS, a number of other policies, procedures and guidelines currently exist – such as the Aboriginal and Torres Strait Islander Policy and Diversity and Inclusion Action Plan. Such policies may be scoped to apply across the School or may relate only to the student or staff population – such as the Equal Employment Policy - as appropriate.

## 5 Related Policy Statements and Documents

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### 5.1 AFTRS Charter

- 5.1.1 The AFTRS Charter is a commitment from all our staff and students that our school is a safe creative space to work in. It extends to our sets, locations, our classrooms and includes all interactions, including in person, phone-calls, texts and online.
- 5.1.2 It is a living document that will evolve and progress to meet the needs of the school, its staff and students. The Charter include the following commitments:
  - 5.1.3 We believe:
    - 5.1.3.1.1 Our creativity is strengthened by contribution from people of all walks of Australian life.
    - 5.1.3.1.2 Everyone should have the opportunity to develop and contribute their skills.
    - 5.1.3.1.3 It is all of our responsibility to ensure these opportunities exist, and to remove obstacles to participation.
    - 5.1.3.1.4 Leadership in creative practice requires ongoing learning.

5.1.3.1.5 Without safety, we cannot be bold or daring.

5.1.4 We commit to:

5.1.4.1.1 Share our knowledge generously.

5.1.4.1.2 Ensure a diversity of content and ideas in our teaching, work and films.

5.1.4.1.3 Foster a culture that supports the pursuit of creative excellence free from physical or psychological harm.

5.1.4.1.4 Work in ways that support participation, including to:

- Communicate clear processes for addressing problems.
- Appoint support officers.
- Maintain confidentiality where required.
- Ensure consequences for breaches of the charter.
- Maintain a zero-tolerance approach to behaviour that is discriminatory, bullying or harassment.

## 5.2 AFTRS Diversity and Inclusion Plan

5.2.1 The AFTRS Diversity and Inclusion Action Plan, developed and review by the AFTRS Diversity Taskforce commits AFTRS to:

5.2.1.1.1 Maintain an effective workforce diversity framework;

5.2.1.1.2 Attract, recruit and retain people from diverse backgrounds;

5.2.1.1.3 Strengthen and embed a respectful and inclusive work environment and culture.

5.2.2 The AFTRS Diversity and Inclusion Action Plan is supported by Employee Diversity Network Groups.

## 5.3 Aboriginal and Torres Strait Islander Policy

5.3.1 AFTRS' Aboriginal and Torres Strait Islander Policy seeks to ensure that all AFTRS' learning, teaching and cultural activities reflect Australian culture, inclusive of the First Nations peoples.

5.3.2 Its approach is based on the following principles:

5.3.2.1 Respect;

5.3.2.2 Shared responsibility and policy development;

5.3.2.3 Cultural Safety;

5.3.2.4 Cultural competency; and

5.3.2.5 Equitable employment

5.3.3 It seeks to improve the cultural competency of all AFTRS staff and students, support Indigenous storytelling and increase participation by Aboriginal and Torres Strait Islander people in the screen and broadcast industries.

## 5.4 AFTRS Code of Conduct

5.4.1 The AFTRS Code of Conduct (AFTRS Enterprise Agreement 2017) applies to all AFTRS employees, the CEO and the AFTRS Council and includes the requirements that:

5.4.1.1 All employees, contractors and volunteers will behave honestly and with integrity, without discrimination, and act with care and diligence. In particular they will:

5.4.1.1.1 treat everyone with respect and courtesy and without coercion, bullying or harassment of any kind;

5.4.1.1.2 comply with all applicable laws and any instrument made under such laws,

5.4.1.2 This includes the following legislation: *Age Discrimination Act 2004; Disability Discrimination Act 1992; Racial Discrimination Act 1975; and Sex Discrimination Act 1984.*

## 6 Definitions

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### 6.1 Diversity

6.1.1 Diversity refers to the differences that distinguish groups of people from one another. People manifest differences through attributes such as culture, religion, language, gender, age, disability, educational disadvantage, socio-economic status, or sexual orientation.

6.1.2 (2016, Australian Human Rights Commission, *Leading for Change: A blueprint for cultural diversity and inclusive leadership*, p. 5).

6.1.3 This is not an exhaustive list of diversity groups; and individuals may identify as belonging to one or a number of these groups.

### 6.2 Inclusion

6.2.1 Inclusion refers to having respect for, and the valuing of, diversity; and the provision of access, opportunities and resources to individuals and groups identifying as diverse. Inclusion is demonstrated when a diversity of individuals can contribute their attitudes, perspectives and talent to improve an organisation or workplace.

6.2.2 The process of inclusion makes AFTRS a better place for everyone: an inclusive culture serves all of its students, staff and stakeholders, not just those who identify as being from one or more diverse groups.

### 6.3 Inclusive Leader

6.3.1 An inclusive leader improves performance, productivity and innovation through the ability to relate to and champion a diversity of people and perspectives. Such a leader commits to the development and maintenance of inclusive practices, policies and work methods throughout an organisation or workplace.

### 6.4 Inclusive Leadership

6.4.1 Inclusive leadership is demonstrated through the adoption and promotion of inclusive policies and strategies that advance and foster diversity as a positive characteristic of an organisation or workplace.

## 7 Approval and Review Details

Approval and Review	Details
Approval Authority	CEO — 23 April 2021
Responsible Officer	Director, People & Culture
Contact Officer	Policy & Governance Officer
Distribution	Intranet and AFTRS Website Staff, Student and Public facing
Next Review Date	April 2024

Approval and Amendment History	Details
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AFTRS acknowledges its reference to the University of Melbourne's Guidelines for Drafting Policy and Procedure (June 2013) in developing this template.