

Cultural Safety Policy

Issue/ Amendment/ Compliance Status

Compliance Instrument/s	Reference
Australian Skills Quality Authority (ASQA) Standards for Registered Training Organisations 2015	Chapter 3 (Support and Progression) Clause 6.1
Age Discrimination Act 2004 Australian Human Rights Commission Act 1986 Disability Discrimination Act 1992 Racial Discrimination Act 1975 Sex Discrimination Act 1984.	
Child Safe Standard – Victorian Government - implemented 01 July 2022.	

Version	Description of Changes	Date of Change	Change Made By	Approving Authority
1.0	New Policy	29/01/2021	CSDM	GM
1.1	Review policy and added information in 'intent'	18/01/2022	RCC	GM
1.2	Reviewed policy. Updated 'intent', 'Definitions', 'Issue/ Amendment/ Compliance Status'. Added 'Aboriginal and Torres Strait Islander'. Added 'Scope'. Definition of racism. Children and young people. NOTE: There has been a change to the Child Safe Standards in Victoria. These changes may impact this policy & procedure when all the rectifications are completed	17/04/2023	RCC	GM
1.3	Updated 'Definitions' & 'Commitments' placed in alphabetical order. Procedure heading changed to 'commitments'	16/05/2023	RCC	GM
1.4	Reviewed policy. Update 'MP's Commitment to Cultural Safety', 'Issue/ Amendment/ Compliance Status' and punctuation. Checked all Legislation.	29/05/2024	RCC	GM
1.5	Updated legal name from Julie Reid Management Pty Ltd to Personnel Group Training and Recruitment PTY LTD and updated Operations Manager to Operations Manager	16/01/2025	OM	OM

Cultural Safety Policy

Please note that MP Training and Recruitment trading as MP Training and Recruitment is referred to as 'MP' for the purpose of this document.

Intent

MP is committed to ensuring all staff, learners, and those with whom we interact feel safe, respected, and valued for their diversity.

MP welcomes all people regardless of:

- Race
- Culture, including Aboriginal and/or Torres Strait Islander
- Country of birth
- Religious or spiritual belief
- Caring responsibility
- Sexual orientation, gender identity or intersex status
- Marital status
- Family composition
- Pregnancy
- Age
- Disability
- Residency status
- Health status

Scope

This policy applies to trainers, assessors, administration officers, management staff and learners.

Purpose

This policy needs to be read in conjunction with MP's Child Safety Policy and Procedure, Complaints and Appeals Policy and Procedure, Child Safety Code of Conduct Agreement, Governance policy and Code of Conduct Agreement.

Definitions

Aboriginal and Torres Strait Islander

Aboriginal and Torres Strait Islander peoples are the first peoples of Australia, having been here for thousands of years prior to colonisation. An Aboriginal person is someone of Aboriginal descent, identifies as an Aboriginal person, and is accepted as an Aboriginal person by the community in which he or she lives. MP understands that some Aboriginal and Torres Strait Islander peoples may be disconnected from their land and communities.

Cultural and linguistic diversity

The range of different cultural and language groups represented in the population who identify as having

cultural or linguistic affiliations. The term acknowledges that diversity may arise from a range of circumstances including place of birth, ancestry or ethnic origin, religion, preferred language, or language spoken at home.

Culturally safe environment

An environment that is safe for people: where there is no assault, challenge, or denial of their identity, of who they are and what they need. It is about shared respect, shared meaning, shared knowledge, and experience, of learning, living, and working together with dignity and truly listening.

Disability

A sensory, physical, neurological impairment or acquired brain injury or any combination thereof, which is, or is likely to be, permanent. It requires significant ongoing or long-term episodic support, including an intellectual disability or a developmental delay. It causes a substantially reduced capacity in at least one of the areas of self-care, self-management, mobility, or communication.

Gender identity

The way in which a person understands, identifies, or expresses their masculine or feminine characteristics within a particular sociocultural context.

Racism

There are different forms of racism. They include casual or indirect racism, Direct racism, and Systemic racism. Racism includes discrimination for their connection to a particular racial or ethnic group.

Sex

A person's biological characteristics. A person's sex is usually described as either male or female. The designation of a person as either male or female based on their biological characteristics takes into account their chromosomes, genitals, hormones and neurobiology. Some people have both male and female characteristics, or neither male nor female characteristics.

Sexual orientation

A person's romantic and/or sexual attraction

Commitments

MP's Commitment to Cultural Safety

To ensure we embed respecting diversity in our organisation,

MP will:

- ensure our leaders set clear expectations around achieving equity and respect for diversity.
- value and respect people's beliefs
- build responsive relationships.
- communicate openly and honestly to find out how best to be inclusive and respectful towards cultural needs.
- examine our personal ideals, customs and beliefs and acknowledge that the beliefs of one person may not be the same as those of another.
- appreciate that others can hold different beliefs of equal significance.
- deliver cultural safety training to staff on employment and annually at reinduction.
- uphold equity and respect diverse needs –Child Safe Standard 5
- ensure that employment opportunities are provided based on merit and a fair recruitment process

is implemented to allow all suitable applicants to apply.

- promoting empowerment and participation
- recognise and respect the diversity of all children.
- support equity and make reasonable changes to support participation by all children and response to all children's needs - Child Safe Standards 5.
- embed Child safety and wellbeing in organisational leadership, governance, and culture – Child Safe Standard 2.
- Ensure people working with children and young people are suitable and are supported to reflect child safety and wellbeing values in practice – Child Safe Standard 6
- support staff and volunteers so they are equipped with the knowledge, skills, and awareness to keep children and young people safe through their ongoing training – Child Safe Standard 8

Aboriginal and Torres Strait Islander

MP promotes cultural safety of Aboriginal and Torres Strait Islander peoples, including young people and children by:

- ensuring the Code of Conduct is followed by all staff.
- all staff reflect on one's own culture, attitudes, and beliefs about Aboriginal and Torres Strait people.
- staff recognition and avoidance of stereotypical barriers.
- providing safe and equitable services
- establishing a culturally safe environment that respecting and valuing the experiences of Aboriginal people, children, and young people (Child Safe Standard 1)

Children and young people

MP promotes cultural safety for all children and young people by:

- understanding the Importance of family and community involvement
- placing this policy, the Child Safety Policy and Procedure, Complaints and Appeals Policy and Procedure on MP's website and placing the information in the Learner Handbook.
- informing all children, young people, and their guardians at pre-training review - Child Safe Standard 4
- promoting Child Safety and wellbeing through the induction process and the re-induction annually - Child Safe Standard 4
- identifying disempowered children and act by following the 'Breaches to the commitment to cultural safety'.
- implement, follow, and embrace the child safe standards – Child Safe Standard 10
- annually reviewing the child safe standards and make changes as required – Child Safe Standard 10
- providing a safe physical and online environment for children and young people – Child Safe Standard 9
- promote safety and wellbeing while minimising the opportunity for children and young people to be harmed – Child Safe Standard 9
- allowing them to participate in decisions affecting them and that they are taken seriously – Child Safe Standard 3
- informing them and offer opportunity for empowerment around their rights – Child Safe Standard 3

Culturally and/or linguistically diverse backgrounds

MP supports the safety of people from culturally and/or linguistically diverse backgrounds by:

- demonstrating a zero-tolerance approach to discrimination
- demonstrating commitment to cultural diversity through the organisation's social media messaging
- being respectful, inclusive, and welcoming of clients from a range of backgrounds
- incorporating cultural safety into the organisation's Code of Conduct
- providing cultural safety training and professional development for staff
- allowing staff to take leave for cultural/religious events.
- providing study support to learners

- developing information that is culturally appropriate and includes images portraying cultural diversity.
- creating a variety of resources based on the learner's needs.
- ensuring racism is identified and appropriately addressed.

Disability

MP promotes the safety of people with a disability by:

- empowering people with a disability by assisting them to build their self-esteem and confidence.
- making sure the environment does not pose access difficulties.
- being inclusive and collaborative with people with a disability
- making efforts to facilitate communication in ways that minimise barriers arising from a person's disability.
- providing study support and applying reasonable adjustment to assessment for learners where necessary

Same sex attracted, intersex, non-binary, and gender diverse.

MP supports same sex attracted, intersex, non-binary, and gender diverse people to feel safe by:

- ensuring the Code of Conduct and relevant policies state that discriminatory behaviour is unacceptable; this covers both obvious acts of prejudice, such as verbal or physical abuse, and more subtle discrimination that reinforces negative stereotypes and feelings of difference.
- equipping staff with the knowledge and skills to be able to respond appropriately and sensitively if a person chooses to share personal information with them, including information related to sexual orientation, intersex status, or gender identity.
- supporting and respecting decisions that people make about their gender identity, including using their preferred name and pronouns.

Breaches of the Commitment to Cultural Safety

All staff are required to uphold MP's commitment to Cultural Safety.

Staff are required to:

- Staff to inform GM within two days of the breach.
- Staff who breach Commitment to Cultural Safety may be subject to disciplinary actions that could include enhanced supervision, appointment to an alternate role, suspension, or termination from the organisation.

All Learners are required to uphold MP's commitment to Cultural Safety.

Learners are required to:

- Inform their trainer or the GM within two days of the breach.
- Follow the Complaints and Appeals Policy and Procedure that is both culturally and child safe focused (Child Safe Standard 7)