	Business Manual Policy	
	No: 01.02.	**Rev: 1**
	Equity & Inclusion Policy	

THIS DOCUMENT SUPERSEDES XXX. ALL REFERENCES TO SUPERSEDED DOCUMENTS MUST NOW BE READ AS THIS DOCUMENT NUMBER.

Equity & Inclusion Policy

Overview

This policy has been designed to foster an inclusive, respectful, and equitable learning and working environment where all individuals, regardless of background, identity, or circumstance—are empowered to thrive, contribute, and succeed.

SCOPE

This policy applies to all operational, academic, and governance activities, including:
- Programme design and delivery
- Learner support and engagement
- Staff recruitment and development
- Governance, decision-making, and strategic planning
- External partnerships and community engagement

It covers equity across gender, ethnicity, culture, disability, age, sexuality, religion, socioeconomic status, and lived experience—including neurodiversity and generational trauma.

APPLICABILITY

This document is applicable to the following areas:

☒ All Company Activities

ABBREVIATIONS

ABBR	Meaning
BM	Business Manual
OSHC	Overseas Student Health Cover
IAW	In Accordance With

DEFINITIONS

Term	Meaning
Policy	Deliberate statement of intent pertaining to a specific function within School of Business Ltd.

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REFERENCE DOCUMENTATION

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[1]		
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RELATED BM POLICIES AND PLANS

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1. Policy Commitments

1. Inclusive Programme Design

- Embed bicultural responsiveness and Te Tiriti principles
- Ensure assessments are culturally safe, accessible, and authentic
- Include diverse case studies, perspectives, and learning styles

2. Learner-Centred Support

- Provide tailored academic and pastoral support
- Offer flexible learning pathways and reasonable adjustments
- Actively monitor learner outcomes by equity group

We commit to providing proactive, culturally responsive support for Māori, Pacific, disabled, and neurodiverse learners. This includes tailored academic and pastoral care, access to assistive technologies, and clear referral pathways to wellbeing and disability services. Our approach aligns with the principles of Enabling Good Lives and the Education Code of Practice, ensuring every learner is seen, supported, and empowered to succeed.

3. Staff Equity & Development

- Recruit and retain diverse staff across all levels
- Provide cultural safety, unconscious bias, and trauma-informed training
- Recognise lived experience as valid expertise

4. Governance & Accountability

- Include equity indicators in strategic planning and reporting
- Ensure diverse representation in decision-making forums
- Conduct annual equity audits and publish findings

Equity outcomes are monitored through structured data reviews, learner feedback, and annual audits. Strategic planning includes equity indicators across ethnicity, disability, gender, and socioeconomic status, with findings informing continuous improvement. We engage with external stakeholders—including Māori, Pacific, and disability advocacy groups—to ensure governance decisions reflect diverse voices and uphold our commitment to transparency, inclusion, and restorative practice.

5. Zero Tolerance for Discrimination

- Enforce clear procedures for reporting and resolving discrimination, harassment, or exclusion
- Protect whistleblowers and uphold restorative justice principles
- Maintain confidentiality and procedural fairness