

# Legislation Policy

*Fluid First Aid* is aware of the obligation to comply with relevant Commonwealth, State and regulatory requirements including the NVR Standards for Registered Training Organisations 2015.

We further understand that we must have processes in place to ensure our staff and clients are fully informed of legislative and regulatory requirements, and any changes to them, that affect their duties or participation in vocational education and training.

## Procedure

*Fluid First Aid* ensures that staff or learners are informed regarding relevant legislation and regulatory requirements and any changes as they occur by adopting the following procedures:

- Our Policies and Procedures describe the processes we adopt to ensure we meet relevant legislative and regulatory standards.
- All staff are inducted in our Policies and Procedures on engagement and learners have access to relevant policies on our website and/or in our Learner Handbook.
- A risk management approach will be adopted to ensure legislative requirements are met.
- Risk Management and Changes to Legislation are standing agenda items at all staff/management meetings. Any changes to legislation will be recorded in the minutes and a staff member appointed to ensure that policies and procedures are updated as required and learners and staff were not present at the meeting are informed of the changes.

The following legislation is relevant to our operations:

## Commonwealth Legislation

National Vocational Education and Training Regulator Act 2011

Work Health and Safety Act. 2011

Australian Human Rights Commission Act 1986

Equal Opportunities ACT 1987

Age Discrimination Act 2004 (Cwth)

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Racial Discrimination Act 1975

Disability Discrimination Act 1992

Disability Standards for Education 2005

Sex Discrimination Act 1984

Privacy Act 1988 and Australian Privacy Principles (2014)

Trade Practices Amendment (Australian Consumer Law) Act (No. 1 and 2) 2010

Competition and Consumer Act 2010

Fair Work Act 2009

Copyright Act 1968

Learner Identifiers Act 2014

Competition and Consumer Act 2010

## **NSW**

- Work Health and Safety Act 2011
- Workplace Injury Management and Workers Compensation Act 1998
- Children and Young Persons (Care and Protection) Act 1998
- Anti-Discrimination Act 1977
- Disability Services Act 1993 & Disability Services Regulation 2003
- Privacy and Personal Information Protection Act 1998
- Fair Trading Act 1987

## **Queensland**

- Vocational Education, Training and Employment Act 2000
- Vocational Education, Training and Employment Regulation 2000
- Work Health and Safety Act 2011
- Workers' Compensation and Rehabilitation Act 2003
- Child Employment Act 2006
- Child Protection Act 1999

- Fair Trading Act 1989

## **Victoria**

- Education and Training Reform Act 2006
- Occupational Health and Safety Act 2004
- Accident Compensation (Workcover Insurance) Act 1993
- Disability Act 2006
- Fair Trading Act 1999
- Working With Children Act 2005

## **Western Australia**

- Vocational Education and Training Act 1996
- Education Service Providers (Full Fee Overseas Learners) Registration Act 1991
- Equal Opportunity Act 1984
- Fair Trading Act 1987
- Occupational Safety and Health Act 1984
- Working With Children (Criminal Record Checking) Act 2004

## **South Australia**

- Training and Skills Development Act 2008
- Work Health and Safety Act 2012
- Workers Rehabilitation and Compensation Act 1986
- Fair Trading Act 1987

## **Australian Capital Territory**

- Training and Tertiary Education Act 2003
- Work Health and Safety Act 2012
- Workers Compensation Act 1951
- Discrimination Act 1991
- Fair Trading Act 1992

## **Tasmania**

- Work Health and Safety Act 2012

- Industrial Relations Act 1984 (certain functions)
- Industrial Relations (Commonwealth Powers) Act 2009
- Workers Rehabilitation and Compensation Act 1988
- Fair Trading Act 1990

## **Northern Territory**

- Work Health and Safety (National Uniform Legislation) Act 2011
- Child Protection (Offender Reporting and Registration) Act 2013
- Consumer Affairs and Fair Trading Act 2013