

ADHERENCE TO LEGISLATIVE & REGULATORY REQUIREMENTS POLICY AND PROCEDURE: NSW

Leverage Academy adheres to the Commonwealth and State laws including legislation and guidelines that may apply to an RTO's operations but may vary from circumstance to circumstance and may include but not be limited to:

Workplace Health & Safety Legislation and Regulations:

- NSW [Work Health and Safety Act 2011](#)
- NSW [Work Health and Safety Regulation 2017](#)
- NSW [Workers Compensation Act 1987](#)
- NSW [Workers Compensation Regulation 2016](#)
- NSW [Apprenticeship and Traineeship Act 2001 No 80](#)
- NSW [Apprenticeship and Traineeship Regulation 2017](#)
- NSW [Dangerous Goods \(Road and Rail Transport\) Act 2008 No 95](#)
- NSW [Dangerous Goods \(Road and Rail Transport\) Regulation 2014](#)
- NSW [First Aid in the Workplace Code of Practice January 2020](#)

Leverage Academy being a PCBU, will meet its duty of care to staff, clients, learners and visitors by providing a safe and healthy environment in which to work and study.

Consumer Protection:

- [Privacy Act 1988](#)
- [Privacy Amendment \(Enhancing Privacy Protection\) Act 2012](#)
- [13 Australian Privacy Principles](#)
- [Privacy Regulation 2013](#)
- NSW [Privacy and Personal Information Protection Act 1998 No 133](#)
- NSW [Privacy and Personal Information Protection Regulation 2019](#)
- NSW [Privacy Code of Practice \(General\) 2003](#)
- [Australian Consumer Law and Fair Trading Act 2012](#)
- [Australian Consumer Law and Fair Trading Regulations 2012](#)
- NSW [Fair Trading Regulation 2019](#)
- NSW [Fair Trading Act 1987 No 68](#)
- [Copyright Act 1968](#)
- [Copyright Regulations 1969](#)

Leverage Academy will meet its responsibilities regarding consumer protection requirements which includes the safeguarding of any personal and sensitive information of their clients, staff and learners.

VET Legislation and Regulations:

- [National Vocational Education and Training Regulator Act 2011](#)
- [Standards for Registered Training Organisations \(RTOs\) 2015](#)
- [Standards for Training Packages](#)
- [Student Identifiers Act 2014](#)
- [Student Identifiers Regulation 2014](#)
- [Data Provision Requirements 2012](#)
- [Financial Viability Risk Assessment Requirements 2011](#)
- [Fit and Proper Person Requirements 2011](#)

VET Legislation and Regulations (Continued):

- [Australian Qualifications Framework 2013, 2nd Edition](#)
- NSW [Vocational Education and Training \(Commonwealth Powers\) Act 2010 No 131](#)
- [ARC Guidelines](#)

Human Rights:

Commonwealth Legislation:

- [Workplace Gender Equality Act 2012](#)
- [Human Rights and Equal Opportunity Commission \(Transitional Provisions and Consequential Amendments\) Act 1986](#)
- [Australian Human Rights Commission Act 1986](#)
- [Disability Standards for Education 2005](#)
- [Disability Discrimination Act 1992](#)
- [Racial Hatred Act 1995](#)
- [Racial Discrimination Act 1975](#)
- [Sex Discrimination Act 1984](#)
- [Age Discrimination Act 2004](#)

State Based Legislation:

- NSW [Anti-discrimination Act 1977 No 48](#)
- NSW [Anti-Discrimination Regulation 2019](#)
- NSW [Disability Inclusion Act 2014 No 41](#)
- NSW [Disability Inclusion Regulation 2014](#)
- NSW [Civil Liability Act 2002 No 22](#)
- NSW [Civil Liability Regulation 2019](#)
- NSW [Child Protection \(Working with Children\) Act 2012 No 51](#)
- NSW [Child Protection \(Working with Children\) Regulation 2013](#)
- NSW [Children and Young Persons \(Care and Protection\) Act 1998 No 157](#)
- NSW [Children and Young Persons \(Care and Protection\) Regulation 2012](#)

Leverage Academy is committed to providing an environment for work and training that is fair and equitable to all people.

It will be a place that is free from discrimination, bullying, victimisation and/or harassment because of a person's sex, pregnancy, race, colour, nationality, ethnic or ethno-religious background, social status, education, marital status, physical or intellectual or psychiatric disability, sexual preferences or age will not be tolerated of any kind. Behaviour of this nature will result in immediate disciplinary action.

Currency

Leverage Academy will regularly check its policies and procedures against legislation and regulations as is practical and reasonable, or as advised by relevant authorities, advisors, or industry persons or organisations and will ensure that all staff, clients and learners are informed of any changes to current legislation.

Related Standard/s: Clause 8.5 and 8.6