



Australian Institute of
Technology Transfer



AITT Zero Tolerance Policy

AITT RTO 50834

Australian Institute of Technology Transfer (AITT) has a Zero Tolerance Policy for abusive, threatening and challenging behaviours directed against any staff member or other learners.

December 2025

V5.0

Table of Contents

1. Purpose.....	3
2. Scope.....	3
3. Policy Statement.....	3
4. Unacceptable Behaviour.....	4
5. Regulatory Alignment.....	4
6. Monitoring and Review.....	5
7. Approval.....	5

Policy Title: AITT Zero Tolerance Policy**Policy Owner:** Chief Executive Officer**Policy Version:** 5**Approval Date:** December 2025**Review Date:** December 2027**1. Purpose**

AITT is committed to providing a safe, respectful, inclusive, and supportive learning and working environments for all students, staff, contractors, visitors, and industry partners.

This Zero Tolerance Policy establishes AITT's firm position that abusive, threatening, violent, discriminatory, or otherwise unacceptable behaviour will not be tolerated under any circumstances. The policy supports AITT's obligations under the Revised Standards for RTOs 2025, Work Health and Safety (WHS) legislation, anti-discrimination laws, and principles of equity, fairness, and learner wellbeing.

2. Scope

This policy applies to:

- All students enrolled with AITT
- All AITT staff, trainers, assessors, contractors, and volunteers
- Visitors, employers, industry representatives, and third parties engaging with AITT
- All AITT-related environments, including:
 - o Training and assessment premises
 - o Online learning platforms and virtual classrooms
 - o Workplace learning environments
 - o Work placements, excursions, and industry engagement activities
 - o Digital communications associated with AITT

3. Policy Statement

AITT maintains a zero tolerance approach to behaviours that compromise the safety, dignity, wellbeing, or rights of others.

Any conduct that a reasonable person would consider intimidating, threatening, abusive, discriminatory, or unsafe is strictly prohibited. AITT will take immediate and proportionate action to address such behaviour, including removal from premises, suspension or cancellation of enrolment, and referral to external authorities where required.

This policy is applied consistently, fairly, and in accordance with procedural fairness principles.

4. Unacceptable Behaviour

The following table outlines behaviours that are strictly prohibited under AITT's Zero Tolerance approach:

Category	Examples (not exhaustive)
Verbal and Written Abuse	Shouting, swearing, threats, name-calling, racist or sexist remarks, vilification, harassment or abuse via email, messaging platforms or social media, offensive noises, inappropriate gestures, suggestive or demeaning comments
Physical Violence and Threatening Conduct	Hitting, kicking, punching, pushing, spitting on a person, throwing objects, stalking, acting in a way that would cause a person to have a reasonable belief that assault was intended, adopting a physical position or producing an object that a reasonable person would consider a serious and imminent threat
Property and Safety Violations	Intentional damage, defacing or destruction of property, theft of property, misuse of AITT facilities, equipment or resources, use of AITT property for illegal purposes, possession or use of illicit substances on AITT premises
Behaviour Impacting Wellbeing	Threats of self-harm or suicide, causing injury to oneself, behaviour that endangers the health or safety of oneself or others, persistent or extreme disruptive behaviour that creates an unsafe or intimidating environment
Other Unacceptable Conduct	Any other behaviour that is deemed inappropriate, unprofessional, or inconsistent with a safe, respectful, and compliant learning or working environment

If a learner is displaying any of these behaviours, they will be required to leave the training premises immediately and will be withdrawn from their course.

Such matters will be reported to the Police and the respective Jobactive provider and / or employer.

5. Regulatory Alignment

This policy aligns with:

- Revised Standards for RTOs 2025 (Learner safety, equity, wellbeing, confidence, and fairness)
- Standards for RTOs 2015 (where applicable)
- Work Health and Safety legislation
- Anti-Discrimination and Equal Opportunity legislation
- AITT Student Code of Conduct
- AITT Complaints and Appeals Policy

- AITT Critical Incident and Risk Management procedures

6. Monitoring and Review

This policy is reviewed annually or earlier if triggered by:

- Changes to legislation or RTO standards
- Serious incidents or critical events
- Audit findings or regulatory feedback
- Patterns identified through complaints, appeals, or incident reporting

All actions and outcomes are documented in AITT's compliance and continuous improvement systems.

7. Approval

Policy Title	AITT Zero Tolerance Policy
Policy Owner	CEO – Hanif Kuthubutheen
Policy Version	5
Approval Date	December 2025
Review Date	December 2027
Approved By	CEO – Australian Institute of Technology Transfer (AITT)
Signature	 Hanif Kuthubutheen Chief Executive Officer AITT