## INCLUSIVE TRAINING PROVIDER OF THE YEAR

The Inclusive Training Provider of the Year Award recognises exceptional training providers within the Victorian government’s vocational education and training sector who have demonstrated outstanding improvements with regard to the achievement, engagement and well-being of students with disability. This organisation will have demonstrated excellence in implementing innovation and change for students with disability or additional needs; created an impact throughout their organisation, system and community; and increased employment for people with disability in their community, as well as in their organisation. This award does not articulate to the Australian Training Awards.

Eligibility

To apply for this award, an organisation must:

🗹 Be a training provider whose core business is the delivery of training

🗹 Deliver training in Victoria

🗹 Be a training provider delivering an inclusive curriculum for students with a disability and / or additional needs

🗹 Have an effective Disability Action Plan and inclusive and accessible employment plans in place.

Selection Criteria

**Criterion 1: Focus on students**

Consider:

* a positive impact on the achievement, engagement and well-being of students with additional needs
* how you deliver outstanding improvements to increase understanding about students with disability and additional needs
* how you engage with students with disability, their families and carers, to ensure their needs are considered and addressed, facilitating inclusive practices to deliver strong outcomes.

**Criterion 2: Quality and inclusive teaching and learning**

Consider:

* how you demonstrate excellent curriculum, pedagogy, assessment and reporting practices in response to the needs of students with disability
* innovative uses of technology to deliver an inclusive curriculum for students with a wide range of functional impairments
* how you ensure reasonable adjustments are made to support students with disability.

**Criterion 3: Community and system engagement**

Consider:

* how you demonstrate working in partnership with schools, networks, regions and the community to develop an understanding of students with additional needs
* how you foster partnerships in local communities to increase employment opportunities for students with disability through the building of pathways from training to employment.

**Criterion 4: Implementing improvement, innovation and change**

Consider:

* how you demonstrate leadership and implementation of initiatives or programs that meet the needs of students with additional needs
* how these are developed and delivered in line with best practice principles
* how you demonstrate development and maintenance of positive and purposeful relationships, working in partnership with schools, networks, regions and the community to improve collaborative practices, while positively building the reputation of the Victorian government’s VET system.

**Criterion 5: Inclusive workplace**

Consider:

* the modelling of effective Disability Action Plans and inclusive and accessible employment practices to demonstrate to industry partners and other employers the benefits of a diverse workforce
* how you demonstrate commitment to support current staff with disability and a track record of increasing the numbers of staff with disability
* in particular, your inclusion of people with disability in the teaching and delivery of disability employment qualifications.

How to apply

1. Check that you meet the eligibility requirements and selection criteria above and read the Conditions of Entry to enter the awards.
2. Go to the nomination portal: <https://vta.awardsplatform.com/> Register to nominate and follow the step by step process. **Note:** Nominations may only be made through this portal.
3. Contact the Victorian Training Awards team for advice or for help with obtaining the assistance of our nomination writers, if required.
4. Make sure you submit your nomination by the closing date, **midnight on Friday 3 July.**

Writing assistance

If you need help in preparing your nomination, just contact the VTA team. They can put you in touch with a writer who can review your draft and make sure your application is of the highest possible quality.

Application components

There are three parts to the application:

* Overview – 500-word limit (includes a brief description of your organisation, products/services offered, milestones achieved and so on). This information is not used for judging purposes.
* Responses to the Selection Criteria – 800-word limit for each response.
* Supporting Evidence (photographs, business endorsements, logos and so on).

Key dates

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| ***26 February*** | ***Nominations open*** |
| ***26 February***  | Nomination writing assistance opens |
| ***19 June*** | Nomination writing assistance closes |
| ***3 July, midnight***  | ***Nominations close*** |
| ***July*** | Eligibility review  |
| ***Mid July***  | Shortlisting  |
| ***Late July*** | All nominees notified |
| ***August*** | Finalist interviews  |

Key contacts and further information

W: [www.education.vic.gov.au/vta](http://www.education.vic.gov.au/vta)

E: victorian.training.awards@education.vic.gov.au

T:1800 290 657