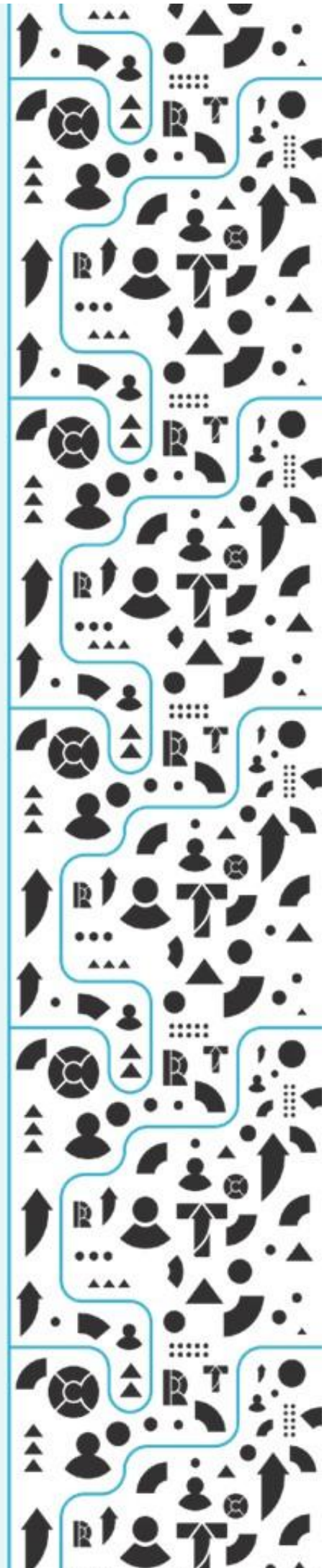




Policy Number INC 010
Inclusive Training Policy
6th Cycle Amendments

Issued June 20 2025

Review Date June 2026



Inclusive Training Policy: (Appendix K in QA Policy)

Delivering Education to Students with Varying Abilities and Backgrounds

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1. Purpose

To ensure all ThinkTalent learners—regardless of background, ability, or personal circumstances—are supported to achieve their full potential in line with MFHEA Standards and international best practices.

2. Scope

Applies to all accredited and non-accredited training delivered under ThinkTalent Ltd (Licence No. 2017/04), across B2B and B2C programmes, in Malta and internationally.

3. Principles

- **Equity & Inclusion:** No student is disadvantaged based on age, disability, race, gender, language, or socioeconomic status.
- **Accessibility:** All materials, assessments, and learning platforms must be accessible (digital compatibility, subtitles, large print, physical access).
- **Flexibility:** Trainers adapt pace, delivery style, and assessment methods according to learner needs.
- **Transparency:** Learning objectives and outcomes are clear and communicated in advance.
- **Cultural Responsiveness:** Examples and case studies reflect diverse cultural contexts, particularly for international cohorts.

4. Implementation Strategies

- **Differentiated Instruction:** Incorporating multimodal learning (visual, auditory, kinaesthetic, digital tools).
- **Scaffolding & Support:** Providing additional resources, extended time, or step-by-step guidance.
- **Assessment Diversity:** Use of written assignments, projects, presentations, online quizzes, and practical tasks.
- **Collaboration & Peer Learning:** Structured group work and cross-cultural exchanges.
- **Learning Needs Analysis (LNA):** Conducted at enrolment and induction to capture individual requirements.
- **Feedback Loops:** Continuous student feedback via LMS, surveys, and 1-to-1 support informs adjustments.

5. Staff Responsibilities

- Trainers must apply inclusive teaching techniques as outlined in Appendix K of the QA Policy.
- The QA Director / Head of Institute ensures monitoring, compliance, and reporting to MFHEA.
- The Training Operations Manager records accommodations and ensures logistics.
- The Student Support Office acts as first point of contact for students requiring assistance.

6. Continuous Improvement

- Annual review of the Inclusive Training Policy as part of QA reporting.
- Regular staff CPD on diversity, accessibility, and inclusive pedagogy.
- Benchmarking against MFHEA standards, OTHM requirements, and EU accessibility directives.

7. Governance

This policy forms part of ThinkTalent's Quality Assurance Policy (2025), referenced in Section 6.2 Training Methodology and Appendix K. It is reviewed annually by the QA Director and approved by the Executive Director.



Policy Number INC 010

Inclusive Training Policy

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Verified by Mario Cordina

Date: June 20 2025

