



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

Tel: +27 12 004 8389 · Mobile: +27 65 077 6310

Email: apply@aatikd.co.za · Website: www.aatikd.co.za

COURSE BROCHURE

Assist In Creating An Inclusive Environment Training

Education, Training and Development / Adult Learning

Unit Standard 119273 · NQF Level 4 · 4 Credits · 1 Day

COURSE OVERVIEW

This course equips learners with the knowledge and skills to actively contribute to creating and maintaining an inclusive environment within the workplace. Participants will understand diversity, inclusivity principles, and practical strategies to foster a culture of respect and belonging. The course aligns with SAQA Unit Standard 119273, ensuring compliance with national competency requirements.

Category	Education, Training and Development
Subfield	Adult Learning
Unit Standard	119273
Accreditation	SAQA Accredited · NQF Level 4 · 4 Credits
Duration	1 day
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Demonstrate an understanding of the concept of inclusivity and its importance in the workplace.
- Apply strategies to identify and address barriers to inclusivity within a team or organisation.
- Analyse personal biases and develop techniques to mitigate their impact on interactions with others.
- Implement communication practices that promote respect and inclusion for diverse groups.
- Evaluate workplace policies and procedures to ensure they support an inclusive environment.
- Design a personal action plan to foster inclusivity in daily work activities.

WHO SHOULD ATTEND

- This course is designed for all employees, supervisors, and team leaders who wish to promote inclusivity and diversity in their work environment.
- It is ideal for individuals seeking to enhance their interpersonal skills and contribute to a positive organizational culture.

COURSE OUTLINE

Day 1: Foundations of Inclusive Environments

- Understanding diversity, inclusion, and equity.
- South African legislative context: Constitution, Employment Equity Act, and Promotion of Equality and Prevention of Unfair Discrimination Act.
- Barriers to inclusion: physical, social, attitudinal, and systemic.
- Unconscious bias and its effects.
- Principles of universal design and reasonable accommodation.
- Communication strategies for inclusive interactions.
- Practical steps to foster an inclusive culture in the workplace.
- Case studies and group discussions on real-world scenarios.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **4 NQF credits** at **NQF Level 4**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 12,800.00	R 12,800.00
1	In-House	R 16,600.00	R 16,600.00
1	On-Campus (Pretoria)	R 19,200.00	R 19,200.00

UPCOMING SESSIONS

Start	End	Method	Venue
31 Jul 2026	31 Jul 2026	On-Campus	Mauritius
03 Aug 2026	03 Aug 2026	On-Campus	Dubai, UAE
04 Aug 2026	04 Aug 2026	On-Campus	Pretoria, South Africa
04 Aug 2026	04 Aug 2026	On-Campus	Lagos, Nigeria
05 Aug 2026	05 Aug 2026	On-Campus	Johannesburg, South Africa
06 Aug 2026	06 Aug 2026	On-Campus	Mauritius
07 Aug 2026	07 Aug 2026	On-Campus	Cape Town, South Africa
10 Aug 2026	10 Aug 2026	On-Campus	Pretoria, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 119273) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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