



*Taking Students Beyond Expectations!*

## **Policy on: Good Employer and Equal Employment Opportunities**

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### **Rationale**

The State Sector Act requires every employer in the education Service to operate a personnel policy to ensure fair and proper treatment of employees in all aspects of their employment. The Board is obliged to ensure that employees and applicants for employment are treated fairly according to their skills qualifications, abilities and aptitudes without bias and discrimination.

### **Purpose**

The School has a commitment to eliminating inequality from the workplace. The Board recognises the need to provide a non-discriminatory, culturally sensitive and safe working environment for all staff.

### **Guidelines**

- 1.** The Board will ensure that all employees and applicants for employment are treated according to their skills, qualifications, abilities and aptitudes, without regard to sex, marital status, religious or ethnic belief, race or colour, ethnic or national origins, disability, age, political opinion, family responsibilities, employment status, family status or sexual orientation.
- 2.** Our appointment procedures will ensure that there is no discrimination in the areas of recruitment, selection, promotion, conditions of employment or career development.
- 3.** The Board will maintain affirmative action on behalf of Maori, Pacific Islanders, other ethnic minorities, and persons with disabilities.
- 4.** The Board will ensure that all employees maintain standards of integrity, conduct and concern for the community's interest, consistent with our Matakana Magic ideals.
- 5.** The school will foster a non-discriminatory, culturally sensitive and safe working environment for all staff.
- 6.** The Board will identify and address discriminatory practices and policies and respond to any alleged discrimination by appointing a suitable committee who will operate sensitively and properly within the guidelines set out by the Human Rights Commission/NZEI/NZSTA.
- 7.** The school and Board of Trustees recognise the need for all school policies and procedures to incorporate EEO requirements and reflect a commitment to the Treaty of Waitangi.

8. The Board will take all reasonable steps to ensure that individual rights of employees are protected by various statutory requirements on schools (Privacy, Protected Disclosures, Police Vetting)

This Policy is intended to be consistent with the requirements of the Privacy Act 1993

<b>Date Reviewed and Date of Next Review</b>	<b>Date Adopted</b>	<b>Signed – BOT Chair</b>
<b>8/8/2011</b>		
<b>Nov 2013</b>		