

TIRIMOANA SCHOOL EQUAL EMPLOYMENT OPPORTUNITY POLICY

RATIONALE:

This school has a commitment to removing inequality from the workplace as an (EEO) Equal Employment Opportunities Employer.

PURPOSES:

The school and Board of Trustees recognises:

1. The need to establish and maintain affirmative action policies on behalf of women, men, Maori, Pacific Island, sexual orientation, and gender identity staff or other ethnic minorities and persons with disabilities.
2. The need for all school policies and procedures to incorporate EEO requirements and reflect a commitment to the Treaty of Waitangi.
3. The need to identify and address discriminatory practices and policies.
4. The need to provide opportunities that enhance the value and career opportunities of individual staff members, particularly those of the target group (i.e., women, men, Maori, Pacific Island, sexual orientation, and gender identity staff with disabilities and ethnic minorities).
5. The need to provide a non-discriminatory, culturally, and emotionally sensitive and safe working environment for all staff.
6. The need to comply with all relevant sections of the Human Rights Act 1993.

GUIDELINES:

1. The appointment policy and procedures will ensure that there will be no discrimination in the areas of recruiting and selection, or in promotion and career development.
2. The BOT as employer will ensure that all employees maintain proper standards of integrity, conduct, and concern for the community's interest.
3. The school has guidelines for handling sexual harassment grievances and discrimination on the basis of sexual preference.
4. The school will create an environment where staff are able to relax and enjoy each other's Company, and where individuals can raise issues of personal concern to the EEO Officer, with a view to having them recognised.
5. The school EEO programme is developed in consultation with staff members (particularly staff in the target groups).
6. The school will implement ongoing staff appraisals in a positive and supportive way that leads to the development of the abilities of individual teachers.
7. An EEO officer will be elected by staff. The officer will also liaise as necessary with the BOT Representative responsible for Personnel and EEO.
8. The BOT will annually review all Personnel policies and procedures.
9. There will be an Annual Report sent to the Chief Executive Officer at the Education Review Office.

Equal Employment Opportunities Programme

Rationale:

This school is an Equal Employment Opportunity Employer and as such requires a programme to ensure equal employment opportunities exist for all personnel.

Purpose:

1. To action implementation of the EEO policy.
2. There are opportunities at staff meetings for the EEO Officer to raise awareness.
3. To enable all personnel to evaluate the EEO policy in relation to their own employment within the school.
4. To address any grievances which may occur.

Guidelines:

1. In February of each year arrange the election of an EEO Officer from among the staff, to implement the EEO programme and to act on behalf of any staff who may have an EEO issue or grievance, with the BOT's member responsible for EEO personnel.
2. There are opportunities at staff meetings for the EEO Officer to raise awareness.
3. In April of each year set aside one staff meeting on EEO to ensure all staff are aware of the policy and have an opportunity to discuss and if appropriate review the policy. Any recommendations from this review should be referred to the BOT member responsible for EEO/Personnel.
4. There is to be provision on the staffroom noticeboard for EEO issues and information, monitored by the EEO Officer.