



Mount Eden Normal

PRIMARY SCHOOL

Te Whare Akoranga o Maungawhau

POLICY

Equal Opportunities Employer

Rationale

The Education and Training Act, 2020 requires boards of trustees, as employers in the education sector, to:

1. operate personnel policies that comply with the principles of being a good employer; and
2. make these policies (including the equal employment opportunities policy) available to its employees; and
3. ensure its compliance with that policy and report in its annual report on the extent of its compliance

Each board has a statutory responsibility, pursuant to The Act, to:

- a. in making an appointment under the Act, give preference to the person who is best suited to the position; and
- b. where it intends to fill a position that is vacant or is to become vacant (other than with an acting or temporary or casual or relieving employee), wherever practicable, notify the vacancy in a manner sufficient to enable suitably qualified persons to apply for the position

Definitions

Equal employment opportunities (EEO) are about maintaining a workplace that attracts, retains and values diverse staff, and enables all staff to contribute to their full potential.

EEO employers:

- a. Select people on merit, so that the best person for the role is selected
- b. Are clear about the nature and demands of the role
- c. Focus on the qualifications and skills required to meet the demands of the role when appointing and/or promoting people
- d. Actively work to recruit from a diverse pool so they are confident of getting the best staff at all levels and in all areas
- e. Develop environments where diverse staff are welcomed, valued, provided with development opportunities and supported, so they are able to contribute to their full potential
- f. Ensure their decision-making is logical, transparent and fair
- g. Treat people equitably (not necessarily the same)
- h. Expect all employees to treat one another with respect and operate professionally
- i. Work with employees to find solutions that work for the school and the people who work in it

Diversity incorporates concepts such as: gender (including pregnancy and childbirth), marital status, religious belief, colour, race, ethnic or national origins, disability, age, political opinion, employment status (including working part-time or full-time, and on a permanent, fixed term or casual basis), family status, and sexual orientation.

Equal Employment Opportunities Programme means a programme that is aimed at the identification and elimination of all aspects of policies, procedures, and other institutional barriers that cause or perpetuate, or tend to cause or perpetuate, inequality in respect to the employment of any persons or group of persons.

Being a **Good Employer** means that boards must ensure policy contain provisions generally accepted as necessary for the fair and proper treatment of employees in all aspects of their employment. A Good Employer has systems in place to ensure:

- a. The school has good and safe working conditions;
- b. It impartially selects suitably qualified persons when recruiting employees;
- c. It gives individual employees opportunities for professional development to enhance their abilities;
- d. It recognises the aims and aspirations of Māori, the employment requirements of Māori and the need for greater involvement of Māori in the education service;
- e. It recognises the aims and aspirations, and the cultural differences, of ethnic or minority groups;
- f. It promotes equitable opportunities irrespective of gender identity
- g. It recognises the employment requirements of persons with disabilities

Policy Requirements

1. The school will aim, in all its dealings, to treat people according to individual merit and to respect diversity. It is committed to the goal of freedom from discrimination in any form and supports the need for an active approach to the achievement of equal opportunities
2. The school will seek to create a workplace that is fair and that attracts, retains and values diverse staff, enabling them to contribute to their full potential, in order to create an effective learning environment for all students
3. The Board expects its employees and the entire learning community to treat one another with respect and to respect diversity
4. The school will not tolerate unfair discrimination or harassment of any kind
5. The Board will continually review the effectiveness of the school's systems and their operation to ensure compliance with this policy

Related Policies and Procedures

Appointments

Protected Disclosures

Staff Grievances & Complaints

Signed: Virginia Brown

Presiding Member

Policy review details

Version / date: Aug 2024

Review cycle: Triennial

Date for next review: Aug 2027