

Napier Central School



NAG 3.1 Personnel

Equal Employment Opportunities

Rationale

In accordance with the requirements of the State Sector Act 1988, this school supports the development and implementation of an equal employment opportunities programme.

We are committed to freedom from discrimination, and recognise the need to provide equal opportunities in employment.

The purpose of this statement is to ensure that all employees and applicants for positions controlled by this Board of Trustees are considered only on the basis of their skills, qualifications abilities and aptitudes.

E.E.O. Objective

Ensure that members of target groups - Maori, ethnic or minority groups, women, mature persons, persons with disabilities are able to pursue careers as effectively as others

Specific Action

Review all job descriptions and selection criteria of position vacancy before and after staffing action is taken ensuring qualifications and specification are inherent and do not discriminate against target group members.

Include E.E.O. on all induction, supervision and management training

Include where possible an appropriate target group member in all selection panels.

The organisation includes a "commitment" to E.E.O. in its ideology.

Include a commitment to implement E.E.O. in Job Advertisement.

For new appointments there will be a commitment to make the appointment of the most suitable applicant based on the job description as reviewed.

Responsibility

Chairperson B.O.T.

Principal

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Board of Trustees

Principal

Board of Trustees

Ensure all appointees are familiar with the C.E.A. and appointment provisions and assure candidates these will be followed.

Principal

Job descriptions of equal basis with Equal Employment Opportunities will be provided to all staff.

Principal

General Objectives for E.E.O. Implementation

The Board of Trustees and the E.E.O. person will monitor the position of all school employees in relation to E.E.O. policies and practices.

Discussion of E.E.O. development and implementation programme among all employees will be encouraged.

The Board of Trustees, through the E.E.O person will develop an E.E.O plan, and prepare an annual E.E.O report.

Reviewed 2016