



GOVERNORS BAY SCHOOL

EEO PROCEDURES

This school has a commitment to ensure equality in the workplace and is an Equal Employment Opportunities (EEO) employer.

Procedures:

The school and the Board of Trustees recognizes:

1. The need to establish a reasonable balance of staff acknowledging gender, race and cultural factors.
2. The need for all school policies and procedures to incorporate (EEO) requirements and reflect an understanding 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.
5. The need to provide a non-discriminatory culturally sensitive and safe working environment for all staff.

Guidelines:

1. The appointment policy and procedures ensures that there will be no discrimination in the areas of recruiting and selection, or in promotion and career development.
2. The Board of Trustees as employer ensures that all employees maintain appropriate 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 develops and implements the (EEO) programme in consultation with staff members.
5. The school implements ongoing staff appraisals in a positive and supportive way that leads to the constructive development of the abilities of individual teachers.
6. The school ensures that these are opportunities for staff to discuss (EEO) issues.

7. The Board of Trustees annually reviews all Personnel policies and procedures.
8. Reference is made to Equal Employment Opportunities within the report of the appointments committee after each appointment and be submitted to the Board of Trustees at the meeting of the Board to confirm the appointment. The Principal reports annually to the Board of Trustees on Staff Development in this area. Information from these reports is correlated to provide the basis for annual reports to both the community and to the Chief Executive of the Education Review Office.

Conclusion:

The Board of Trustees and the school aims to identify and eliminate any aspects of policies or procedures and other conditions existing within the school that might cause or perpetuate (or tend to cause or perpetuate), inequalities of any person or group of people.

REVIEW STATUS:

| <i>Signed (BOT Chairperson)</i> | <i>DATE</i> | <i>REASON</i> | <i>REVIEW DATE</i> |
|---------------------------------|--------------------|--------------------|--------------------|
| | ____ / ____ / ____ | <i>BOT REVIEW</i> | <i>April 2009</i> |
| | | <i>NEXT REVIEW</i> | <i>August 2012</i> |