



## EQUAL EMPLOYMENT OPPORTUNITY POLICY

### *OUTCOME STATEMENT*

Waitakere Seventh-day Adventist School believes that we are all children of God and should be treated equally. The Board of Trustees is committed to removing any discrimination from the workplace. To this end, the school supports the development of an equal employment opportunities programme, that maintains the special character of the school.

### *SCOPING*

- 1 To carry out policies in a positive way in accordance with the special character of the school, regardless of personal status i.e. ethnicity, gender, disability, marital status.
- 2 To incorporate E.E.O. requirements and have a commitment to the 'Treaty of Waitangi' in all school policies.
- 3 To identify and address discriminatory practices and policies.
- 4 To provide opportunities that enhance the value and career prospects of all staff members.
- 5 To provide a non-discriminatory, culturally sensitive and supportive working environment for all staff.

### *EXPECTATIONS AND LIMITATIONS*

- 1 Staff appointments will include E.E.O. principles in areas of recruitment, selection, promotion, career development, staff training and conditions of service.
- 2 The BOT as employer, will ensure that all employees maintain a proper standard of integrity, conduct and concern for the community's interests, as defined by the BOT.
- 3 The school will follow guidelines set down by the BOT for handling sexual harassment, grievances and discrimination cases.
- 4 The Principal will develop and implement the E.E.O. program in consultation with staff members.
- 5 The school will maintain ongoing staff appraisals, in a positive and supportive way that leads to the development of the abilities of individual teachers and staff.
- 6 The BOT will review all personnel policies and procedures tri-annual and identify areas of priority.

### *CONCLUSIONS*

The Waitakere Seventh-day Adventist Primary School Board of Trustees and school staff will actively seek to eliminate any aspect of policies or procedures or conditions in the school, that might cause or perpetuate inequality for any person or group of people.

  
29/11/2023  
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PRINCIPAL

  
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CHAIRPERSON