

Equal Employment Opportunity Policy

It is recognised that some groups are disadvantaged in employment, and actions should be taken to give them access to equal employment opportunities (“EEO”).

The Public Service Act 2020, in sections [73](#) and [75](#), outlines the expectations of organisations in promoting diversity and inclusiveness in schools through employment policies and practices to develop and foster a workplace that is inclusive of all groups.

The good employer requirements of the [Public Service Act 2020](#) require that organisations must:

- operate an employment policy that complies with the principle of being a good employer,
- make that policy (including the equal employment opportunities programme) available to its employees, and
- ensure its compliance with that policy (including its equal employment opportunities programme) and report in its annual report on the extent of its compliance.

A good employer is an employer who operates an employment policy containing provisions generally accepted as necessary for the fair and proper treatment of employees in all aspects of their employment, including:

- The impartial selection of suitably qualified people for appointment (except in the case of ministerial staff),
- Good and safe working conditions,
- An equal employment opportunities programme,
- Recognition of the aims and aspirations of Māori, the employment requirements of Māori, and the need for greater involvement of Māori in the public service,
- Opportunities for the enhancement of the abilities of individual employees,
- Recognition of the aims and aspirations, employment requirements, and the cultural differences of ethnic and minority groups,
- Recognition of the employment requirements of women,
- Recognition of the employment requirements of people with disabilities,
- Recognition of the importance of achieving pay equity between female and male employees, and
- Recognition of the importance of decisions about remuneration being free from bias, including, but not limited to, gender bias.

Objectives:

Fairburn School Board will undertake to be good employers by taking action to:

- Board will take a commitment to EEO
- A senior staff person and Board Member will have responsibility for the EEO programme
- Employees, Union including collective agreements , NZSTA and the local Maori community should be consulted on EEO issues when appropriate
- A personnel database will be maintained that includes material relevant to EEO
- Personnel policies and procedures will be reviewed in terms of EEO
- Job vacancies will be open to all applicants regardless of gender, ethnicity, disability, age, religion
- All applicants will be viewed impartially by the Appointments committee on the basis of merit and EEO
- Staff development programmes will help all staff move towards leadership and promotion
- Job responsibility will be equitably shared under fair conditions of service
- EEO objectives will be evaluated and monitored over the year

Monitoring

All school policies and practices will be reviewed regularly to ensure E.E.O. principles are being followed i.e. personnel policy , appointment procedures, performance management and development, job descriptions.

Procedures/supporting documentation:

Fairburn School Charter and annual plan
Te tiriti o Waitangi statement
Personnel and Appointments procedure
Staff performance management procedure
Concerns and complaints policy
Professional development
Storage of confidential information

Legislative compliance

[Employment Relations Act 2000](#) [Privacy Act 1993](#)

[Public Service Act 2020](#)

[Education and Training Amendment Act 2022](#)

[Health and Safety at Work Act 2015](#) [Collective employment agreements](#)

Human Rights Act 1993 (HRA)