Compliance with Employment Policy

Reporting on the principles of being a Good Employer	
How have you met your obligations to provide good and safe working conditions?	Health and Safety is an agenda item for Staff meetings that occur twice a term. The Health and Safety Committee meets each term to follow up on progress. Staff who teach in the workshop have annual health checks. EAP counselling if required.
What is in your equal employment opportunities programme? **How have you been fulfilling this programme?**	We have not yet developed our EEO programme.
How do you practise impartial selection of suitably qualified persons for appointment?	We advertise widely (sometimes more than once), to gain the most competitive field possible. We short list based on qualifications, experience and referee's reports. We interview suitable candidates before making a final selection.
How are you recognising, – **The aims and aspirations of Māori,** – **The employment requirements of Māori, and** – **Greater involvement of Māori in the Education service?**	We consult with our Māori community as a Kāhui Ako and have a firm understanding of their desire for staff with the ability to represent Māori and support Te Reo. We aim to employ staff with a sound understanding of Te Tiriti o Waitangi who have strong pedagogy and relationships.
How have you enhanced the abilities of individual employees?	Access to professional learning and development for everyone. Support for staff undertaking qualifications in their own time, e.g. time off and part time work
How are you recognising the employment requirements of women?	Flexible timetable, consideration around before and after school meetings, part time work, generous leave
How are you recognising the employment requirements of persons with disabilities?	Disability parking and toilet facilities, generous leave and flexible working arrangements.

Good employer policies should include provisions for an Equal Employment Opportunities (EEO) programme/policy. The Ministry of Education monitors these policies:

Reporting on Equal Employment Opportunities (EEO) Programme/Policy	YES	NO
Do you operate an EEO programme/policy?	Yes	
Has this policy or programme been made available to staff?		No
Does your EEO programme/policy include training to raise awareness of issues which may impact EEO?		No
Has your EEO programme/policy appointed someone to coordinate compliance with its requirements?		No
Does your EEO programme/policy provide for regular reporting on compliance with the policy and/or achievements under the policy?		No
Does your EEO programme/policy set priorities and objectives?		No