**Good Employer Statement 202****4**

Compliance with Education and Training Act 2020 requirements to be a good employer for the year ending 31 December 2024.

The School Board:

* Has developed and implemented appropriate policies which promote high levels of staff performance and recognise the needs of students;
* Has reviewed its compliance with these policies and can report that it meets all the known requirements identified and is in accordance with best practise;
* Is a good employer and complies with all conditions included within employee agreements;
* Ensures all employees are treated fairly, without bias or discrimination;
* Meets all EEO requirements.
* Deliberately considers the following principles to remove potential bias.

|  |
| --- |
| **Reporting on the principles of being a Good Employer** |
| **How have you met your obligations to provide good and safe working conditions?** | We operate a policy that complies with the principle of being a good employer and this policy is made available to our staff and is subject to a regular review cycle. We have robust structures and routines to ensure healthy and safe working and learning conditions including a hazard register which is made available to all staff to document and identify potential hazards which are then responded to by our caretaker promptly. We offer Workplace Support as and when needed.We provide good and safe working conditions through, staff training on health and safety protocols, as well as providing all staff with access to first aid training. We also maintaining a clean and organised workspace |
| **What is in your equal employment opportunities programme?** **How have you been fulfilling this programme?** | Our Equal Employment Opportunities policy ensures that all employees and applicants for employment are treated according to their skills, qualifications, abilities, and aptitudes, without bias or discrimination. All schools are required by the State Sector Act to be “good employers”, that is:* to maintain, and comply with their school's Equal Employment Opportunities policy, and
* to include in the annual report a summary of the year’s compliance.

To achieve this, the board:* appoints a member to be the EEO officer – this role in 2024 was the Principal
* shows commitment to equal opportunities in all aspects of employment including recruitment, training, promotion, conditions of service, and career development
* selects the person most suited to the position in terms of skills, experience, qualifications, and aptitude
* recognises the value of diversity in staffing (for example, ethnicity, age, gender, disability, tenure, hours of work, etc.) and the employment requirements of diverse individuals/groups
* ensures that employment and personnel practices are fair and free of any bias.
 |
| **How do you practise impartial selection of suitably qualified persons for appointment?** | We follow our recruitment policy and form a panel with as much diversity as possible and select candidates best suited to the position description and job description for short listing. We work against a matrix which has outlined the skills and attributes needed for the advertised position. Our process includes detailed referee checks to ensure the best candidate is appointed regardless of ethnicity, gender or other potential bias. Where internal applicants are applying, we always include an experienced external professional to be part of the appointments team. |
| **How are you recognising,*** **The aims and aspirations of Māori,**
* **The employment requirements of Māori, and**
* **Greater involvement of Māori in the Education service?**
 | Through the following Strategic Goals of 2024:Develop & promote a future focused, concept based local curriculum to engage learners and integrate the New Zealand Curriculum. (PLD)Consolidate knowledge and practises relating to tikanga and Te Reo Māori, for the benefit of all learners. (MAC)Develop effective parent, whānau and wider community engagement.(MAC)Honouring and giving effect to Te Tiriti o Waitangi |
| **How have you enhanced the abilities of individual employees?** | We enhance the abilities of individual employees by:* Our Professional Growth Cycle - we use a coaching model that allows for each individual teacher to take ownership of their professional growth
* Promoting continuous learning & development opportunities to help employees develop new skills and knowledge.
* Encouraging collaboration and teamwork, utilising each others strengths
* Provide opportunities for employees to take on leadership roles to help build their leadership capabilities.
* Encourage innovation and creativity.
* Foster a culture that values diversity, inclusivity, and open communication.
* Acknowledged and praised the work and effort of individuals.
* Promote a healthy work-life balance.
 |
| **How are you recognising the employment requirements of women?** | We recognise employment requirements for women through our equal opportunities and good employer policies. We implement family-friendly policies such as allowing children to come to school as and when appropriate and needed e.g teacher only days; parental / domestic leave both / discretionary leave.We address unconscious bias by providing training to staff and implementing policies that promote gender equality, such as gender-neutral job descriptions and recruitment processes. We promote work-life balance by encouraging employees to prioritise self-care and mental health. We foster a culture of inclusivity by promoting diversity and inclusion, providing opportunities for feedback and collaboration, and encouraging open communication and flexibility. |
| **How are you recognising the employment requirements of persons with disabilities?** | By ensuring that all staff have the support they need to be successful in their roles regardless of any disability. Ensuring that the physical spaces meet the H&S needs of staff where a physical disability is present. Supporting staff with extra support and guidance for other needs. |
| **Reporting on Equal Employment Opportunities (EEO) Programme/Policy** | YES | NO |
| **Do you operate an EEO programme/policy?** |  ✓ |   |
| **Has this policy or programme been made available to staff?** |  ✓ |   |
| **Does your EEO programme/policy include training to raise awareness of issues which may impact EEO?** |  ✓ |   |
| **Has your EEO programme/policy appointed someone to coordinate compliance with its requirements?** |  ✓ |   |
| **Does your EEO programme/policy provide for regular reporting on compliance with the policy and/or achievements under the policy?** |  ✓ |   |
| **Does your EEO programme/policy set priorities and objectives?** |  ✓ |   |