

Date: August 2007

Reviewed: October 2013

TOPIC: 5.13 Equal Opportunity for Staff

Rationale

Employees are to be appointed and developed irrespective of gender, ethnicity, parental status, family responsibilities, marital status, disability, sexual orientation, age, political or religious conviction or criminal record that does not contain convictions or information about the employee that would jeopardise the safety of young people (refer Police Vetting Policy 5.16)

Purpose

To comply with the State Sector Amendment Act (1989) and the Human Rights Act (1993) and provide a framework that ensures equal access, consideration and encouragement in areas of recruitment, selection, promotion, conditions of employment, professional and career development for all employees and potential employees.

Guidelines

The Board or its delegated person will:

1. Employ the person best suited for the position.
2. Ensure employees are suitably qualified, able to communicate fluently and have an empathy with pupils at King's College, the culture of the College including but not restricted to the College's religious ethic.
3. Ensure that all employees have the opportunity for further training and professional development.
4. Provide an environment where every employee is given due consideration and is able to work efficiently without fear of harassment.
5. Ensure that any disciplinary and/or dismissal procedure is carried out according to NZ law, College policy and relevant employment agreements.
6. Any complaint relating to equal opportunity concerning a member of staff should be made in the first instance to the Deputy Headmaster as outlined in Handling Complaints (and Compliments) Policy 5.2
7. All such complaints will be investigated according to the Handling Complaints (and Compliments) Policy 5.2