

---

# **Macleans College - POLICIES & DIRECTIVES**

---

SECTION NO: **1200**

POLICY NO: **1204**

ISSUE DATE: 03/05/99

TITLE: **STAFF EMPLOYMENT POLICIES**

ISSUE NO: 1

PAGE: 1 OF 2

---

## **Equal Employment Opportunities**

### **RATIONALE:**

The Macleans College Board of Trustees recognises that all people are entitled to equal opportunities regardless of race, gender, age, marital status, disability, sexual orientation, creed, involvement in political, union or other activity within the meaning of framework of the State Sector Act, 1988; the Human Rights Act, 1993; and the Employment Contracts Act, 1991.

### **PURPOSE:**

- 1 To select staff in as open and non-discriminating a manner as possible.
- 2 To identify and eliminate any practices which may unwittingly place any person or group at a disadvantage in terms of selection and career opportunities.
- 3 To appoint to all positions on the basis of merit, which may be interpreted as meaning experience and personal qualities, as well as qualifications.

### **GUIDELINES:**

- 1 Employment related decisions can include those about appointments, conditions of work, disciplinary actions, leave, promotion, appraisal, and/or development.
- 2 The school will strive to ensure that interested parties are consulted and, where appropriate, included in decisions on employment.
- 3 All school communications will be expressed in non-sexist and non-racist language.
- 4 The school's working environment will be free from all forms of harassment.
- 5 Review of the effectiveness of this policy will be the responsibility of the EEO committee.
- 6 The EEO committee will report annually to the Board of Studies and the Board of Trustees on the findings and recommendations of the review process.

### **COMMITMENT:**

---

# **Macleans College - POLICIES & DIRECTIVES**

---

SECTION NO: **1200**

POLICY NO: **1204**

ISSUE DATE: 03/05/99

TITLE: **STAFF EMPLOYMENT POLICIES**

ISSUE NO: 1

PAGE: 2 OF 2

---

The Macleans College Board of Trustees will ensure the implementation of this policy and that it will work for the benefit of each employee and for the school as a whole.