



Sawyers Bay School - Board of Trustees Good Employer and Personnel Policy

Purpose

The Board of Trustees is committed to being a good employer by being supportive of its employees and by valuing their contribution to children's learning achievements and well-being. The State Sector Act requires every employer in the Education Service to operate a personnel policy to ensure fair and proper treatment of employees in all aspects of their employment.

Objectives

- 1 The Board takes all reasonable steps to ensure that good and safe working conditions exist for employees, and is responsive to all reasonable and achievable requests made by employees.
- 2 Each year the Board follows an equal employment opportunities programme.
- 3 The Board recognises the needs of ethnic and minority groups, and the employment requirements of women, gender diverse, and persons with disabilities, by responding to all reasonable and achievable requests made by employees.
- 4 Each year the Board supports and encourages staff training and development programmes to enhance the skills and abilities of individual employees. Budget provision is made with the expectation that funds used in this way will be reflected in enhanced employee performance in aspects of their work.
- 5 The Board takes all reasonable steps to ensure that it recognises the achievements of staff, attracts staff of high calibre, and acts as a good and fair employer by responding to issues or concerns raised by employees.

Effectiveness Review

1. This policy will be reviewed annually in accordance with the Board's self-review timetable.
2. The review process will include opportunity for involvement by interested parents/caregivers and staff, in addition to Board members.
Previously developed survey formats may be used as part of this review.
3. Review results will be formally noted in Board meeting minutes, and available to the school community.

Annual Review & Confirmation process completed:

Signed.....
(Principal/BOT Chairperson)

Date