

**Lincoln High School Compliance with Education and Training Act 2020 requirements to be a good employer for the year ending 31 December 2023.**

The following questions address key aspects of compliance with a good employer policy:

| <b>Reporting on the principles of being a Good Employer</b>  |  |
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| How have you met your obligations to provide good and safe working conditions?   | <i>Restorative practices<br/>Open communication through SLT liaison with Dept HOLA<br/>H&amp;S committee – incident and near miss forms</i>  |
| What is in your equal employment opportunities programme?<br><br>How have you been fulfilling this programme?  | <i>Annual survey completed in 2023 and comments followed up.</i>   |
| How do you practise impartial selection of suitably qualified persons for appointment?   | <i>Interviews and referee checks conducted and the best person for the job is always selected.</i>   |
| How are you recognising, <ul style="list-style-type: none"> <li>– The aims and aspirations of Maori,</li> <li>– The employment requirements of Maori, and</li> <li>– Greater involvement of Maori in the Education service?</li> </ul> | <i>2023 staff focus on cultural capability<br/>Professional Learning Teams – big focus on te reo learning. Many staff enrolled in external courses.<br/><br/>HOD Māori is the Kahui Ako Across School Lead for Mana Ōrite and works across 7 primary schools and LHS<br/>HOD Māori supported in involvement on national advisory panels.</i> |
| How have you enhanced the abilities of individual employees?   | <i>There is a strong focus for staff to be involved in professional learning. Staff are involved at a national level in subject associations. A number of staff present at workshops and conferences.<br/><br/>3 staff in 2023 enhanced their leadership skills with an external leadership course.</i>                                      |
| How are you recognising the employment requirements of women?  | <i>There are equal opportunities for women in our workplace.</i>   |
| How are you recognising the employment requirements of persons with disabilities?  | <i>Two staff members have part time permanent positions to meet their personal medical needs.<br/>Staff are situated close to toilets and in close proximity to the staffroom when needs are identified. They also have less movement between classes.</i>   |

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

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