

## ST JOSEPH'S SCHOOL EMPLOYER RESPONSIBILITY POLICY



*At St Joseph's School we acknowledge that Catholic Education, centred on a daily encounter with Jesus, is part of a life-long process leading to a full and rewarding life.*

St Joseph's School develops and implements personnel and industrial policies within policy and procedural frameworks set by the Government, promoting high levels of staff performance, using educational resources effectively and recognising the needs of students.

St Joseph's School acts as a good employer as defined in the State Sector Act 1988, the Vulnerable Children Act 2014 and the Employment Relations Amendment Act 2019; and the Health and Safety at Work Act 2015 : and Education and Training Act 2020 complies with the conditions contained in employment contracts for teaching and non-teaching staff.

**In order to meet these requirements the Board develops and implements:**

- appointment procedures
- complaints procedures
- protected disclosure procedures
- Principal Appraisal/Performance Agreement/Job Description
- An Equal Employment Opportunities Programme (*EEO*)
- Police vetting procedures
- Leave of absence procedures
- Study reimbursement procedures
- Unit allocation procedures
- Privacy procedures

**The Principal and Staff (*Management*) develop and implement:**

- a staff schedule
- Appraisals: Professional Growth Cycle
- Job descriptions
- Professional learning & development programmes
- Performance agreements
- Staff induction programmes
- Teaching as Inquiry processes

**The Board in conjunction with the Principal and Staff (*Management*) develop and implement:**

- Performance Management Programme (*see above*)
- Employment Agreements

Through the development and implementation of Good Employer programmes and procedures, the Board ensures staff of St Joseph's School enjoy employment conditions of the highest possible standards.

Policy Adoption: 2021  
Next Review Date: 2024