# **WESLEY COLLEGE SCHOOL BOARD**



## PERSONNEL POLICY

#### **RATIONALE**

- A School Board (the board) is required to operate a personnel policy which:
  - promotes high levels of staff performance;
  - uses educational resources effectively; and
  - recognises the needs of students;
  - be a "good employer" as defined in the State Sector Act 1988 s77A; and
  - comply with the conditions contained in employment contracts applying to teaching and non-teaching staff.
- The board, under its "good employer" obligations is required to:
  - ensure that all employees maintain proper standards of integrity, conduct and concern for:
  - the public interest; and
  - > the well-being of students enrolled at their school.
- A workplace that
  - attracts, retains, values and motivates its staff; and
  - expects and engenders from its staff proper standards of conduct;

## helps to

- develop quality in its staff
- create a positive learning environment for all students; and
- > maximize student learning and achievement

#### **POLICY STATEMENT**

#### The board will:

- operate a personnel policy as required;
- be a "good employer" in its management of personnel, its personnel practices and its workplace practices;
- ensure that proper standards of integrity and conduct are kept by all employees;
- comply with all relevant staff collective and individual employment contracts;

### **GUIDELINES**

- 1. Policies / procedures on personnel / staff will:
  - 1.1. reflect an environment that expects that:
    - 1. High quality appointments are made;
    - 2. High quality appraisal and professional development takes place for the Principal, the teaching staff and the support staff.
    - 3. Relevant statutory and employment agreement obligations are met.
    - 4. High quality support systems are in place.
    - 5. High standards of integrity and conduct are maintained.
    - 6. EEO practices are in place.
  - 1.2 comply with the principle of being a "good employer"
  - 1.3 will apply to all staff.

- 2. The level of the board's compliance with this policy will be reported on annually.
- 3. Procedures to address this policy will be implemented.

They will include, but not be limited to the following:

- Attestation
- Code of Conduct
- Complaints
- Copyright
- Discipline
- Discretionary Leave
- EEO
- PD Teaching Staff
- Privacy Act
- Principal's Performance Appraisal
- Protected Disclosures
- Staff Appointments
- Teacher Performance Appraisal
- Timetabling

PRESIDING MEMBER

• Vulnerable Children's Act 2014 eg Police Vetting

This policy will be reviewed on / before the N	November meeting 2024.
1	1 November 2021

DATE

The Wesley College School Board approved this Policy November 2021.