



**SHAFSTON**  
www.shafston.edu

## Equal Employment Opportunity

### PREAMBLE:

During the past decades in particular, there have been moves to try to ensure access on the part of all people to all the many and varied aspects of modern, open societies. These moves have been international in extent and have been motivated by two fundamental beliefs. Those beliefs are:

- 1 that society is enhanced by the potential contribution of all of its members and that society has a responsibility to enable participatory access for all of its members.
- 2 that all members of society have both a fundamental right and a responsibility to participate in and contribute to society.

These beliefs are articulated in, and given legal sanction and support in, legislation in many societies. They are beliefs which are now seen as universal truths.

Human rights legislation now asserts equality of opportunity where previously participation was limited by:

- disablement – eg physical disability
- gender cultural norms – women’s participation in managerial roles
- age – eg in compulsory retirement
- race – eg in selective tenancy of residential accommodation
- religion – eg teaching opportunities in some schools with particular religious affiliations.

### INTENT:

It is in the global context and having regard to human rights legislation that Shafston seeks to recognise rights to equal employment opportunity. It is intended that, within such limits as are imposed by Shafston being a commercial, private institution, the participatory employment opportunities of individuals will not be limited by disability, gender, age, race or religion.

### POLICY:

Shafston recognises that, as a learning institution, its institutional practices must support equal employment opportunity. The processes and their associated practices which can limit or support equal employment opportunity are in:

- (a) recruitment
- (b) enrolment
- (c) course planning and selection
- (d) teaching and assessment
- (e) reporting of learning outcomes
- (f) support for further education or for career placement

- 1 Processes and practices in each of the above six areas of activity of Shafston will be subject to annual review. The management team of Shafston has the highest expectations in each of these central areas of activity.



Accordingly, Management expects that these processes will be carried out without individuals being discriminated against on the grounds of disablement, gender, race or religion.

- 2 The annual review process will focus on the practices of Shafston and will involve the Directors and Head of School. The review process will appraise each of the six areas of activity listed above in terms of whether the formal practices limit or support equal employment opportunity.
- 3 Following the review, the Head of School will discuss the findings with the Managing Director and for further instruction as necessary. Any practices seen as limiting equal employment opportunity will be discontinued.
- 4 When instances of practices which may be developed and which may limit employment opportunity arise, the Head of School will investigate and report. The Head of School will, following consultation with the Directors, take such action as may be required to resolve the issue.

**REVIEW DATE:**

This policy will be subjected to continuing development and evaluation and be subject to annual formal review.