



POLICY ON EMPLOYMENT

1. Reflection Material

- 1.1 All Hallows' School Mission Statement
- 1.2 All Hallows' School Strategic Plan

2. Rationale

Staff of All Hallows' School play a vital role in the realisation of the mission and values of the School. The appointment of staff who hold both the personal and professional qualities appropriate to their role and duties is a critical responsibility of the School. The School is also committed to fair and just employment practices in keeping with the social justice teachings of the Catholic Church and civil employment legislation.

3. Policy

- 3.1 All staff are required to support the ethos, mission and values of All Hallows' School.
- 3.2 All staff must commit, on employment, to adhering to the School's Statement of Principles for Employment in Catholic Schools and Staff Code of Conduct which articulates the required principles underpinning the conduct of staff in this Catholic, Mercy school.
- 3.3 A duty statement will be developed for each position and regularly reviewed. These documents provide the basis for the performance review of staff.
- 3.4 The School will select staff on merit in light of the duties, qualifications, skills and experience required for a position and in accordance with any legislative requirements relating to child-related employment.
- 3.5 All continuing positions will be advertised internally and/or externally unless exceptional circumstances exist.
- 3.6 The School will use just and equitable employment practices that respect the legitimate rights of both employee and employer.

4. Related Policies, Guidelines and Procedures

- 1. Statement of Principles for Employment in Catholic Schools
- 2. Staff Code of Conduct
- 3. Guidelines on Deferred Salary Scheme

Date Approved	2008
Date Reviewed	2013
Date Reviewed	2018
Next Review	2023