



STPATRICK'S
Technical College



SACE ■ TRAINING ■ APPRENTICESHIPS

Policies & Procedures 3.1

Employee Relations

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POLICY

At St Patrick's Technical College we place a high premium on our people. We believe the strength of our College and its future growth are enhanced by the contribution made by each and every employee. Integral to our operations is the principle that all staff work in a mutually beneficial relationship in which we provide value and reward to our employees, and our employees reciprocate by giving us their honest, productive and best efforts at all times and provide the best possible educational services to our students.

It is St Patrick's Technical College's policy to define a code of employee relations principles to reflect the value we accord our employees, and to ensure we remain at the forefront of best practice in the management of our staff and students.

GUIDELINES

1. All employees at all times shall be considered and dealt with as important individuals to be respected, and treated with integrity and empathy. This remains the case when conflict emerges, or when counselling or disciplinary action is required.
2. St Patrick's Technical College is committed to ensuring this principle is reflected in all practices and operations, including a progressive policy program to ensure an equitable and advanced work environment for existing employees, and to attract future employees of the highest calibre.
3. St Patrick's Technical College is committed to maintaining a highly competent, skilled and motivated workforce by following the best possible practices, commencing with recruitment and orientation, through to training and development. A regular review of all programs will be undertaken, with a view to on-going improvement and continued relevance within the context of organisational requirements and staff competencies. Wherever possible, consultation with employees will take place.
4. We will maintain reasonable hours of work and the best possible working conditions for everyone.
5. We are committed to opening career paths so employees may progress through their chosen profession. We believe employees with the ability and potential to assume progressively more senior positions should be able and encouraged to do so when appropriate opportunities arise.
6. Whenever the occasion may arise, counselling, disciplining or any issues regarding termination of employment will be conducted according to the principles of fairness and equity and in accordance with any law, regulation, award or other agreement having application at the relevant time.



RELATED POLICIES

- *1.4 - Staff Code of Conduct*
- *1.6 - Equal Opportunity*
- *1.10 - Staff Grievances*
- *3.11 - Disciplinary Procedures*
- *3.13 - Performance Management*