

 <b>Rotorua</b> <b>Childcare Centre Inc</b>	<b>Policy</b>
	<b>Policy Category: GOVERNANCE, MANAGEMENT AND ADMINISTRATION</b>
	<b>Date Created: 1 September 2022</b>
	<b>Policy Name: Human Rights Act &amp; Discrimination</b>

The purpose of this operational policy is to protect employees, parents and children from any form of discrimination under the Human Rights Act 1993 and Human Rights Act Amendment 2001. This sits alongside Licensing Criteria GMA7 in ensuring suitable human resource management practices are implemented.

## Position Statement

We will operate a fair, safe and healthy Centre/workplace that values diversity and is free from discrimination.

## Issue Outline

To ensure all staff are aware of the Human Rights Act 1993 (Amendment 2001) and that their practices with respect to other staff, parents or children are non-discriminatory.

## Detail

- a) This centre values diversity and does not discriminate against employees, potential employees, children, parents or any other person by reason of gender, ethnicity, religion, sexual orientation, marital status, pregnancy or childbirth, ethical belief, colour, race, disability, age, employment status, political opinion or family status (NZ Human Rights Commission).
- b) Our centre respects human rights. This means that we avoid infringing on the human rights of others and we will address adverse human rights impacts where we see them
- c) We accept the responsibility to respect human rights and further recognise those human rights expressed in the International Bill of Human Rights and the principles concerning fundamental rights set out in the International Labour Organisation's Declaration on Fundamental Principles and Rights at Work
- d) The responsibility to respect human rights requires that we:
  - i. Avoid causing or contributing to adverse human rights impacts through our own activities and address such impacts when they occur
  - ii. Seek to prevent or mitigate adverse human rights impacts that are directly linked to the way we and others work and behave at our centre
- e) We operate a fair, safe and healthy workplace and will maintain an environment free from violence, harm, discrimination or harassment (NZ Human Rights Commission).
- f) We acknowledge the Treaty of Waitangi as the founding document of our nation and will operate in a manner consistent with its values and principles (NZ Human Rights Commission)
- g) We will embed this human rights policy by ensuring that it is approved by the Centre Manager; that all staff are aware of the policy and that it is part of staff induction processes; and that it is publically available for inspection by parents and visitors.

## Alignment with Other Policies

- Breastfeeding Policy

- Positive Guidance Policy
- Staff/Teacher Safety Checking Policy
- Selection and Appointment Procedures

## Relevant Background (including Legislation/Regulation/Licensing references)

The Human Rights Act 1993

The Human Rights Amendment Act 2001

Guiding Principles on Business and Human Rights (United Nations, 2011)

Licensing Criteria 2008, Governance, Management and Administration, Planning and Documentation;

- **GMA7:** Suitable human resource management practices are implemented
  - Selection and appointment procedures
  - Job/role descriptions
- **GMA2:** Parents are advised how to access;
  - Information concerning their child
  - The services operational documents (such as philosophy, policies and procedures and any other documents that set out how day to day operations will be conducted)

## Impacts of Policy on Staff, Parents, Children

To prevent any staff member, child or parent being discriminated against unlawfully. To create a workplace and centre that is fair and equitable to all.

## Alignment with the Centre Philosophy

This policy aligns with our Centre Philosophy.

## Implications and/or Risks

Failure to comply with the policy perpetuates inequities and may be unlawful discrimination. Discrimination occurs when a person is treated differently from another person in the same or similar circumstances either directly or indirectly. .

## Implementation

Human rights information from the New Zealand Human Rights Commission is prominently displayed within the centre and this policy will be given to all new employees at the time of induction. Further information available at [www.hrc.co.nz](http://www.hrc.co.nz)

## Review

Review annually or when there is a significant change in the area of the policy topic.

<b>Authorised:</b>	
<b>Date:</b>	
<b>Review Date:</b>	
<b>Consultation Undertaken:</b>	

