



Children's Act 2014 Compliance Policy for ep.education

1. Verification of ID:

Before hiring any teacher, ep.education will ensure that proper identification documents are sighted and verified. This includes one Primary and one Secondary form of identification, as required by the Ministry of Education. This step is taken to confirm the applicant's identity and ensure their eligibility to work in New Zealand.

2. Interview:

As part of the induction process, all potential teachers joining ep.education will be required to undergo an interview with an experienced consultant. During the interview, an ep.education consultant will ask questions to assess the candidate's suitability for working with children. This interview will also provide an opportunity to gauge the applicant's attitude towards child protection and their understanding of the Children's Act requirements.

3. Work History:

ep.education will thoroughly review the 5-year work history of each applicant to identify any gaps, inconsistencies, or potential red flags. Previous employment references will be contacted to verify the candidate's past work experience and to gather insights into their conduct and performance in previous roles.

4. Referee Information:

Applicants are required to provide referee information as part of the application process. ep.education will contact these referees to inquire about the applicant's character, experience, work ethic, and suitability for a role involving children. Referees will be asked explicitly about the applicant's ability to maintain a safe and positive environment for children. ep.education requires a minimum of one referee who has directly supervised the applicant's previous work.

5. Membership/Registration (screenshot of Teaching Council register):

For trained and registered teachers, ep.education will verify the applicant's registration with the New Zealand Teaching Council and ensure the teacher holds a current practicing certificate. A screenshot or official registration confirmation will be required to confirm the applicant's eligibility to work in a teaching capacity.

6. Police Vet:

All unregistered teachers at ep.education must undergo a thorough police vetting process. This background check is crucial to identify any criminal history that may pose a risk to children's safety. Only individuals who pass the police vetting process will be eligible for employment.

This police vetting process is completed every three years to ensure teachers working with children maintain a clear police record.

International teachers who have arrived in New Zealand within the previous 3 months must also present a Clear Police Vet from their country of origin.

Trained and Registered teachers have their police vetting conducted by the New Zealand Teaching Council.

7. Risk Assessment:

ep.education is committed to conducting a comprehensive risk assessment of all teachers before they begin working with children. This assessment will consider factors such as the nature of the role, the level of interaction with children, and any potential risks identified through the application and interview process. This assessment will help ensure that appropriate safeguards are in place to protect children from harm.

By implementing these measures, ep.education is committed to meeting the requirements of the Children's Act and creating a safe and secure environment for all Tamariki.