



HEALTH AND SAFETY POLICY

1. Health and Safety

- 1.1. The School Board (the **Board**) will strive to always provide a safe and healthy working and learning environment.
- 1.2. The Board will promote and maintain high behavioural standards for staff, students, contractors of, and visitors to, the School. These are based on the principles of respect for self, for others and for School property.
- 1.3. The Board will comply with all legislative requirements as they relate to Health and Safety.
- 1.4. The School shall maintain Health & Safety Procedures. A Health and Safety committee will be established to meet regularly to review Health and Safety issues and provide ongoing reports to the Board through the Finance and Property Committee.
- 1.5. The School will undertake a risk assessment of new equipment and any changes in the School environment or procedures.
- 1.6. The School will strive to ensure that all contractors comply with the School's Health and Safety Procedures.
- 1.7. The School will ensure, as far as practicable, that visitors to the School comply with the School Health and Safety Procedures.
- 1.8. The Board recognises that health and safety are a strong component of personal responsibility. Individuals are expected to take all care, where practicable, to mitigate any risk and report any hazards or incidents.

2. Behaviour or conduct that is not permitted from or by staff or students

The following behaviour is not permitted at the School, at any School related event, on any School property, including in an online environment or while using IT property or equipment, or facility, or whilst wearing the School's uniform:

- 2.1. Bullying or harassment of any sort including verbal, physical, text, cyber, sexual, racial, or any other form of unwanted and inappropriate behaviour;
- 2.2. Violence of any sort including fighting, assault, and threats of violence;
- 2.3. Statements or communications that are racially offensive, sexually offensive, or otherwise incite violence;
- 2.4. Theft, fraud, destruction of property and gross negligence;



- 2.5. Refusal to comply with a lawful and reasonable instruction from the Board, Principal or senior manager, including a member of the Executive team, the Business Manager and a Director;
- 2.6. Possession of any type of weapon;
- 2.7. Possession of, or being under the influence of, any illegal substance;
- 2.8. Offering, selling or distributing weapons or illegal substances;
- 2.9. In the case of a student – being in possession of, consuming or distributing alcohol, cigarettes, tobacco or vape products.
- 2.10. Being in possession of, or accessing or viewing objectionable or pornographic material;
- 2.11. Behaviour that is offensive, demeaning, or which brings the School into disrepute; and
- 2.10. Conduct unbecoming a member of staff, a student, or a member of the teaching profession.

3. Extra territoriality

- 3.1. When outside of School premises, any student of the School, identifiable as a student by location, association, the wearing of school uniform or engagement in School activities, must comply with the School's expectations of and standard of conduct and behaviour.
- 3.2. The Board may also consider behaviour that occurs outside of School hours or away from School (including behaviour that occurs on weekends or during holidays) as behaviour warranting disciplinary action if the behaviour brings the School into disrepute; or is unbecoming a student or staff member of the School; or is behaviour that undermines the trust and confidence of the Board in the staff member or student and is otherwise a dangerous or harmful example to other staff or students.

4. Communicable Diseases

- 4.1. The School will establish sound practices to manage and ameliorate risk, including protection from, and for, those carrying communicable diseases.
- 4.2. The Education and Training Act 2020 gives the Principal the authority to remove from the School any student who may have a communicable disease.
- 4.3. The Principal also has the authority to take the necessary steps (within employment laws) to ensure that a staff member does not put other staff or students at risk.



5. Dress and Hygiene

- 5.1. Staff and students are required to maintain a high standard of dress, personal grooming and hygiene and not act in a way that unreasonably impacts on the health and safety, study conditions or work conditions of other members of the School community.

6. Uniform

- 6.1. The Board will determine the School uniform.

7. Search and Seizure, Seclusion rooms, Corporal Punishment, Restraint

- 7.1. The Board will comply with the Guidelines issued by the Ministry of Education and the Education and Training Act 2020 relating to searches and seizures. The Board authorise the principal and Executive team to conduct searches.
- 7.2. The Board prohibits permit the use of seclusion rooms.
- 7.3. The Board prohibits the use of corporal punishment.
- 7.4. The Board does not permit the use of restraint except when in accordance with the School's Reducing Student Stress and the use of Physical Restraint Policy.

8. Crisis and Emergency Management

- 8.1. The Board will maintain crisis and emergency plans and will deal appropriately and responsibly with full regard to the well-being and safety of all students and staff. The best interests of those concerned, the students' families, caregivers and the community will be considered. The School will work with appropriate agencies for the best outcomes for students. This also covers emergency evacuations, lock downs and pandemic planning.

9. Reporting Child Abuse and/or Neglect

- 9.1. See Child Protection Policy. To safeguard the physical and emotional safety of children all reasonable steps will be taken to appropriately handle cases of suspected abuse and/or neglect and to alert relevant agencies in accordance with School procedures and legislation outlined in the Oranga Tamariki Act 1989.

10. Healthy Foods

- 10.1. The School will promote good nutrition as part of its commitment to promote healthy lifestyles for all students.



11. Administering Medication

- 11.1. From time to time School staff may be required to administer medication to students. The School will only administer medication during normal School hours when it is either not possible, or impractical, for a parent or caregiver to do so. Unless in emergencies, any medication must be administered by the School nurse following the School procedure and medical practice.

While on Education Outside The Classroom (EOTC) excursions an identified staff member will be delegated the responsibility for administering medication.

12. Behaviour Management

- 12.1 There will be clear expectations of student behaviour and will apply practices that reinforce these expectations in a positive and supportive manner to maximize all students' learning.
- 12.2 All students at the School will be treated fairly, equitably and with dignity which respects the rights of every individual.
- 12.3 Restorative approaches will be used wherever possible and practicable to deal with behavioural issues.
- 12.4 The College may use stand-downs and suspensions as part of the process for dealing with serious misconduct or risk in accordance with current Ministry of Education guidelines.

13. Complaints

- 13.1. Refer to Complaints Policy.

14. Internet and Acceptable ICT Use

- 14.1 The School will maintain procedures to ensure that students and staff use the College ICT network to maximise the educational benefits of communication technologies while minimising all risks.
- 14.2 The School will make internet access available to the Board, staff and students provided they each individually sign their Computer and Internet Acceptable User Agreement.
- 14.3. See also Digital Technology and Cybersafety Policy.



Monitoring Compliance

The Board monitors the implementation and effectiveness of these policies through the Principal's and sub-committee reports on:

- Health & Safety
- The provision of a safe physical and emotional environment for students and staff
- The School's compliance with health and safety legislation

Signed: _____ Date: 07 May 2026

Mr David Erson
Presiding Member
The Avondale College School Board