



## Policy: HS 1.0-1 Health & Safety

### Policy

This policy sets out the health and safety commitment and purpose for Deanwell School. We believe the health and safety of our people and our students is important, and we are committed to keeping people safe and healthy.

Deanwell School will:

- Promote excellence in health and safety management, and monitor and improve our performance as required;
- Provide a safe and healthy work environment and ensure the necessary resources are provided to ensure we can all work safely;
- Identify our potential risks, control our hazards and be aware of the reporting process;
- Establish and maintain communication on health and safety, and encourage participation and engagement in health and safety;
- Identify our training needs and provide as necessary; and comply with legal and organisational obligations.

This will be achieved through:

- The Principal's support and commitment to health and safety along with the engagement and participation of all our people;
- Implementation of our Health & Safety Policy and Procedures and ensuring they are effective;
- The development and completion of an annual Health & Safety Plan that delivers clear objectives; and
- The education of our people and students on health and safety issues.

To achieve this, the following responsibilities apply:

- The Principal will ensure this policy is implemented. They are responsible and accountable for the health and safety of their people; and
- We will all take responsibility for our own health and safety and for supporting the health and safety of those around us.



**Review**

This policy will be reviewed every three years.

**Date of Review: 21st March 2024**



## Policy: Child Protection

### Outcome Statement

Students at this school thrive, belong and achieve to the best of their ability. The school is committed to the prevention of child abuse and neglect and to the protection of all children.

### Scoping

All staff members (including contractors and volunteers) are expected to be familiar with this policy, its associated procedures and protocols and abide by them.

Advice will be sought through appropriate agencies in all cases of suspected or alleged abuse.

In line with Section 15 of the Oranga Tamariki Act 1989, any person in our school/kura who believes that any child or young person has been or is likely to be harmed (whether physically, emotionally or sexually), ill-treated, abused, neglected or deprived must follow school procedures and may also report the matter to a social worker or the local Police.

### Delegations

Although ultimate accountability sits with the board, the board delegates responsibility to the principal to ensure that all child safety procedures are implemented and available to all staff, contractors, volunteers and parents.

### Expectations and Limitations

The principal must:

- develop appropriate procedures to meet child safety requirements as required and appropriate to the school
- comply with relevant legislative requirements and responsibilities
- make this policy available on the school's internet site or available on request
- ensure that every contract or funding arrangement that the school enters into requires the adoption of child protection policies where required
- ensure the interests and protection of the child are paramount in all circumstances
- recognise the rights of family/whānau to participate in the decision making about their children
- ensure that all staff are able to identify the signs and symptoms of potential abuse and neglect and deal with



disclosures by children and allegations against staff members and are able to take appropriate action in response

- support all staff to work in accordance with this policy to work with partner agencies and organisations to ensure child protection procedures are understood and implemented
- promote a culture where staff feel confident they can constructively challenge poor practice or raise issues of concern without fear of reprisal
- consult, discuss and share relevant information with the board or designated person in line with our commitment to confidentiality and information-sharing protocols in a timely way regarding any concerns about an individual child
- seek advice as necessary from NZSTA advisers on employment matters and other relevant agencies where child safety issues arise
- make available professional development, resources and/or advice to ensure all staff can carry out their roles in terms of this policy
- ensure that this policy forms part of the initial staff induction programme for each staff member.

## Procedures/Supporting Documentation

[Procedure: Child Protection](#)

## Legislative Compliance

[Children's Act 2014](#)

[Oranga Tamariki Act 1989](#)

## More Information

[Oranga Tamariki Ministry for Children](#) – further information and sample child protection templates

## Review

This policy will be reviewed every three years.

**Date of Review: 22nd June 2023**

*Mā tātou anō tō mātou korowai e whatu.  
We will weave our own korowai.*



# Policy: Reducing Student Distress and Use of Physical Restraint

## Outcome Statement

This board is committed to a supportive and caring school environment where all students and staff are kept safe from harm and treated with dignity.

Except as authorised under this policy, no staff member may use any form of physical restraint on our students.

Our principal, teachers, and board-authorized staff members can only physically restrain a student as a last resort, where:

- the use of physical restraint is necessary to prevent imminent harm to the student or another person,
- there is a reasonable belief that there is no other option available in the circumstances to prevent the harm, and
- the physical restraint is reasonable and proportionate to the circumstances.

## Delegations

The board delegates to the principal responsibility for:

- developing and implementing procedures and practices to prevent, plan for, and respond to student distress that meet the requirements of the Education (Physical Restraint) Rules 2023 and its amendments (“the 2023 Rules”), and
- recommending eligible non-teaching staff to the board for authorisation to use physical restraint according to requirements of the 2023 Rules.
- Only the board can authorise non-teaching staff members to use physical restraint.

## Expectations

All staff subject to this policy are trained to confidently apply prevention and de-escalation strategies, limiting the need to restrain a student physically according to the 2023 Rules and the relevant guidelines.

## Board

The board requires:

- compliance with the 2023 Rules, and
- an evidence-based assurance from their principal that this policy is being followed.

## Principal

The principal shall ensure:



- the implementation and compliance of this policy, including the completion of best practice training by all staff who are authorised to use physical restraint,
- operational compliance with the Education and Training Act 2020 and the 2023 Rules,
- all physical restraint incidents are immediately reported at the next board meeting,
- the board is informed of all relevant information (risks, trends, and impacts), and
- all non-teaching staff who may use physical restraint on a student have been authorised by the board.

## Monitoring

The principal shall report to the board:

- on compliance, or the actions being taken to ensure compliance with this policy, the legislation, and the 2023 Rules on reducing student distress and use of physical restraint, and
- at every board meeting, all incidents, matters, or risks relating to this policy, ensuring that the non-identification and privacy of individual students is maintained.

The board shall monitor the use of physical restraint, looking for trends and any action that could be taken at the governance level to support reducing such incidents.

Definitions	<p>As defined in the Education and Training Act 2020:</p> <p><b>Physical restraint</b> is using physical force to prevent, restrict or subdue the movement of a student’s body or part of the student’s body against the student’s will.</p> <p><b>Harm</b> means harm to the health, safety, or well-being of the student or another person, including any significant emotional distress suffered by the student or the other person.</p> <p><b>Authorised staff member</b> means an employee of a registered school who is trained and authorised by the employer to use physical restraint in accordance with Section 99 of the Act.</p>
Legislation	<p><a href="#">Education and Training Act 2020</a> (Sections 99-101)</p> <p><a href="#">Education (Physical Restraint) Rules 2023</a></p> <p><a href="#">Health and Safety at Work Act 2015</a></p>



<p>This policy is to be read in conjunction with the boards:</p>	<ul style="list-style-type: none"> <li>● Health and safety policy</li> <li>● Child protection policy</li> <li>● Privacy policy</li> <li>● Emergency procedures</li> <li>● Reporting and monitoring policy and procedures</li> <li>● Concerns and complaints process</li> </ul>
<p>Procedures/supporting documentation</p>	<p><a href="#">The Ministry of Education's Physical Restraint Guidelines</a> Appendix 1 of the <a href="#">Rules</a></p> <p>Suggested procedures/practices that cover:</p> <ul style="list-style-type: none"> <li>· the authorisation process</li> <li>· reducing and de-escalating student distress</li> <li>· training and support for staff</li> <li>· notifying and reporting on instances of physical restraint</li> <li>· monitoring the use of physical restraint</li> <li>· [input your own as necessary]</li> </ul>

## Review

This policy will be reviewed every year.

**Date of Review: 21st March 2024**