



Ngahinapouri School

Next review: Term 4 2025

Health, Safety, and Welfare Policy

The Ngahinapouri School board is a responsible employer, and committed to providing a safe and healthy environment for students, staff, visitors, and contractors. We do this through an active health and safety management programme, continually reviewing and improving our health and safety performance, and compliance with relevant legislation.

A primary objective of the board is to ensure that Ngahinapouri School is a physically and emotionally safe place for all students and staff, as required by the Education and Training Act 2020 (s. 127) and in support of the Statement of National Education and Learning Priorities (NELP: Priority 1).

The board regularly reviews how well it implements key legislative and regulatory requirements, including those related to health, safety, and welfare, and takes steps to address any gaps in implementation. See [Self-Review and Board Assurances](#).

The board, as the PCBU (Person Conducting a Business or Undertaking – see table below) under section 36 of the Health and Safety at Work Act 2015, must do what is **reasonably practicable** to ensure the health and safety of workers, and work to eliminate or minimise health and safety risks.

At Ngahinapouri School, we acknowledge our shared responsibility for health, safety, and welfare, and promote schoolwide engagement in related policies and procedures. Officers (see table below) at the school are encouraged to proactively undertake due diligence to ensure health and safety is prioritised by the board.

Health, safety, and welfare roles

The Health and Safety at Work Act 2015 defines different types of duty holders within a workplace, including schools. The Act outlines health and safety responsibilities for each type of duty holder.

Duty holder	School role
PCBU (Person Conducting a Business or Undertaking)	Board, including the principal
Officers	Individual board members, including the principal
Workers	Employees, including teachers and non-teaching staff, volunteer workers, and contractors
Other people at the workplace	Students, visitors, parents, whānau, and casual volunteers

Our areas of focus for health, safety, and welfare at Ngahinapouri School are:

- **Health and Safety Management**
- **Emergency, Disaster, and Crisis Management**

- **Healthcare**
- **Behaviour Management**
- **Student Wellbeing and Safety**
- **Staff Wellbeing and Safety**
- **Safety On and Off School Grounds**
- **Education Outside the Classroom (EOTC)**

This policy aligns with **NELP** Objective 1: Ensure places of learning are safe, inclusive and free from racism, discrimination and bullying.

Legislation

- Education and Training Act 2020
- Health and Safety at Work Act 2015

Resources

- Ministry of Education | Te Tāhuhu o te Mātauranga:
 - **Health and Safety at Work Act 2015: A practical guide for boards of trustees and school leaders** 
 - **Health and safety management** 

Release history: Term 1 2023, Term 4 2020, Term 4 2019, Term 3 2018

IN THIS SECTION

Health and Safety Management
Emergency, Disaster, and Crisis Management
Healthcare
Behaviour Management
Student Wellbeing and Safety
Staff Wellbeing and Safety
Safety On and Off School Grounds
Education Outside the Classroom (EOTC)

Last review	Term 4 2022
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Topic type	Core
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Next review: Term 4 2025

Safety On and Off School Grounds

At Ngahinapouri School, our commitment to providing a healthy and safe environment for students, workers, and visitors is reinforced through safety and risk management systems on and off school grounds.

The board ensures, so far as is reasonably practicable, the health and safety of workers and that the school does not put other people at risk (Health and Safety at Work Act, s. 36). Other people at the school include students, visitors, parents, whānau, volunteers (who are not workers at the school), and those who may be put at risk by the work of the **▶PCBU (person conducting a business or undertaking)**. It does not include people who unlawfully enter the premises. Other people should:

- take reasonable care for their own health and safety
- take reasonable care that their behaviour does not adversely affect the health and safety of others
- comply with any reasonable instruction from the PCBU to allow the PCBU to comply with the Health and Safety at Work Act.

The board is responsible for ensuring the school grounds are safe for people who are on site when the school is open for instruction, as well as those accessing the site for lawful purposes outside these times. The board is also responsible for providing a healthy and safe environment during school-related events off school grounds (e.g. school camps and EOTC events).

The board consults and works with other PCBUs (such as the Ministry of Education, external contractors, and transport service providers) to manage our shared responsibility for health and safety, and coordinate school activities in different settings.

Related topics

- **Health, Safety, and Welfare Policy**
- **Board Responsibility**
- **Primary Duty of Care**

Legislation

- Health and Safety at Work Act 2015
- Education and Training Act 2020

Release history: Term 1 2023

IN THIS SECTION

Alcohol, Drugs, and Other Harmful Substances Policy

Sun Protection

Animal Ethics

Dogs on School Grounds

Digital Technology and Online Safety

Getting to and from School Safely

Daily School Bus

School Swimming Pool

Plant and Machinery Safety

Hazardous Substances

Firearms Not Allowed

Last review Term 4 2022

Topic type Core
