



POLICE VET FOR EMPLOYEES (TA's & Guidance Counsellor), VOLUNTEERS AND CONTRACTORS

Purpose

- To ensure that the school is a safe environment for all stakeholders.

Background

Every Board of Trustees is responsible for taking reasonable measures to protect students from harm (NAG 5), and to ensure that all employees, volunteers and contractors (referred to as PERSONNEL) maintain proper standards of integrity and conduct (State Sector Act S77A). This includes all new contracts. Police vetting is a screening process – not a selection criterion.

Guidelines: Behaviour not acceptable includes:

- past history of sexual abuse of children.
- conviction for any crime in which children were involved.
- history of any violence or sexually exploitative behaviour.
- previous convictions relating to fraud.
- drug – related offences.

Procedure

1. The School uses a vetting process using the on-line forms issued by the New Zealand Police for PERSONNEL. The vet is carried out by the School Office Manager.
2. On employing new PERSONNEL, to a position will not be confirmed until the vet is completed and is satisfactory to the School.
3. All teachers have already been vetted through the registration and provisional registration process.
4. MCS will examine the totality of the record to determine if it should disqualify an applicant after management (Leadership Team) have embarked on the recruitment stage, if a police vet has raised issues pertaining to the appointment. That should include:
 - How long ago the conduct occurred and the circumstances surrounding the conduct in question.
 - The age of an individual at the time of the offence.
 - Societal conditions that may have contributed to the nature of the conduct.
 - The probability that an individual will continue the type of behaviour in question.
 - The individual's commitment to rehabilitation and to changing the behaviour in question.
5. Applicants have to be treated fairly and have their privacy respected. Any issue should involve the applicant and the appropriate agency from which the information is received.
6. If a vet proves to be unacceptable to the Board, the Principal will decline the application.
7. Should the Principal deem the offending of an individual poses no risk to the School or any persons associated with the school, the Principal may refer the case to the Board for consideration in committee.