



Halswell School
Many hearts make a school

**MINUTES OF SPECIAL MEETING
BOARD OF TRUSTEES
9th February 2022**

PRESENT

Stuart Cameron (Principal), Michelle Bishop, Natasha Buckby (Acting Chairperson), Giarne Harrison, Anita Head (Staff Representative), Ged Robinson, Rob Dixon

Apologies: Shaun Perrin

Meeting Opened: 7.30pm

Special Meeting to discuss Police Vetting of Parents for Year 5/6 Camp

Unfortunately, Police Vetting was not completed in time for the Year 5/6 camp in Week 3 of February 2022. 11 parents are attending the camp. 2 have police vetting completed with the remaining 9 pending. To help mitigate this risk, criminal convictions checks have been requested which should be returned by Friday 11th February.

As a group of parents, there is strong familiarity, with a reasonably heavily involvement in the school.

- 2 have previously been on camp (Arthur's Pass or Living Springs).
- 4 parents are regular helpers around the school – helping with sports and class trips but have not attended school camp.
- Are well known to staff.
- One is a pediatrician.
- One is a parent whose husband has been on camp with Anita before and the family is well known. The mum is coming this time.
- One parent is previously police vetted for scout involvement.
- Teachers were spoken to regarding all attending parents. There were no red flags noted.

1 parent has not submitted their vetting consent form and is being chased with urgency.

The board agreed to implement the following controls to further mitigate risk as much is practicable:

- Parents and teachers share bunk rooms, with the sole male teacher bunking with the male parent helpers while a female teacher takes this original room
- Parents are not to venture beyond their bunk room/bathroom during the night.
- Bedtime procedures in terms of entering bunkrooms will be laid out to parents prior to camp.
- A separate parent is to accompany any parent who attends to a child during the night.
- Children will be instructed to alert a teacher in the night if they need support, not their parent
- There will always be at least 3 adults present (1 instructor, 2 parents) during daytime activities with students
- Children pulling out could potentially be redeployed to the next camp, and will be able to move across to Kowhai

A notice will be sent out to parents outlining the situation and that controls are in place to ensure student safety.

A vote was cast on whether Week 3 camp could proceed in absence of completed police vetting, and with these additional controls in place.

In favour – Anita, Rob, Stuart, Michelle, Natasha

Abstaining – Ged

Against - Giarne

Meeting closed: 8.35pm

CONFIRMED _____ **Natasha Buckby** _____
ACTING CHAIRPERSON

09 February 2022