



Timaru Christian School Procedures

HS1 - Care and Management of Children

- All students are treated with care, courtesy, and appropriate language.
- Teachers avoid physical contact with students which could be considered intimate, threatening, sexual, or violent.
- Corporal punishment is prohibited.
- All cases of bullying are regarded seriously, investigated, and dealt with through the school's behaviour plan.
- If a child leaves the school without permission or goes missing during the school day, the teacher arranges for the remaining students to be cared for. They then contact the school office and the school buildings and grounds are searched. If they cannot be found anywhere, the parents are informed and the police called.
- Teachers take particular care with students who express themselves freely and seek close physical contact. When this is a problem, it is always discussed with the child's parents.
- When staff are counselling or teaching a student one to one, they ensure wherever possible that the space is not closed off from other people.
- The procedure for physical restraint must be followed only when necessary to prevent imminent harm and the person using restraint reasonably believes there is no other option in the circumstances to prevent the harm.
- If a teacher is attacked by a student, they protect themselves without causing injury to the student involved, and immediately report this incident to the principal. They must also ensure remaining students are removed and in a safe setting.
- Staff have a professional responsibility to report any allegations of indecency, abuse, or other professional misconduct to the principal, or deputy principal or NZEI networks.
- Toileting of special needs students is only carried out by an appropriate teacher or a trained support staff member, and another staff member is informed.
- At all times the Principal, Deputy Principal or Senior Teacher must be on-site during school hours.

Relevant Legislation: The Education and Training Act 2020; Physical Restraint Guidelines

Date of last review: Term 2, 2022
Date of next review: Term 3, 2024

Signed _____