



# Te Puna Wai o Waipapa Hagley College

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Next review: Term 2 2025

## Searches, Surrender, and Retention of Property

Te Puna Wai o Waipapa Hagley College provides a safe learning environment and minimises distractions for our students. We respect the privacy and emotional wellbeing of our school community and protect them from items that are likely to endanger safety, detrimentally affect the learning environment, or are harmful. To achieve this, we may need to request the surrender of items or conduct a search.

Everyone has the right to be protected against unreasonable searches or seizure under the New Zealand Bill of Rights Act 1990, and the Human Rights Act 1993 protects against discrimination. See **Inclusive Education**. Our school follows the Ministry of Education **Guidelines for the surrender and retention of property and searches**. Our usual **behaviour management strategies** apply at all times. An item does not need to be surrendered or retained for us to act on good information. We apply our behaviour management strategies if the student refuses to surrender an item or submit to a search, and consider contacting their parents/caregivers or the police.

This policy applies at school and all **Education Outside the Classroom (EOTC)** events.

## Safety of the community

We understand that our school community and the public expects us to provide an environment free from alcohol and drugs, and weapons. Our school:

- makes our community aware of which items are prohibited and the consequences of bringing a prohibited item to school or school events
- has guidelines around the surrender and retention of property, including **digital devices**
- has guidelines for **searches** and keeping records of searches
- ensures that all staff members understand the guidelines and their authority to act within them.

Prohibited items include:

- knives, other weapons, and weapon parts
- alcohol, drugs, and other substances
- cigarettes, cigarette lighters, and matches
- vaporisers (vapes) and vaping products

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## Related topics

- **Behaviour Management**
- **Privacy**
- **Personal Information**
- **Alcohol, Drugs, and Other Harmful Substances Policy**

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## Legislation

- Education and Training Act 2020
- Education (Surrender, Retention, and Search) Rules 2013
- New Zealand Bill of Rights Act 1990
- Human Rights Act 1993
- Privacy Act 2020

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## Resources

- Ministry of Education | Te Tāhuhu o te Mātauranga: **Surrender and retention of property and searches - guidelines** 

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### IN THIS SECTION

#### Searches

**Surrender and Retention of Personal Digital Devices**

**Last review**

Term 2 2022

**Topic type**

Core