



Stratford High School Board Minutes - People and Policy Sub-Committee Meeting

Tuesday 17 March 2026 at 4.25pm in meeting room, Stratford High School

Present:	Cameron Stone - Chair, Jason Loveridge, Brent Watkins, Jane Tobin, Kate Machen
Late:	
In Attendance:	Riejanne Campbell, Joe Mack
Apologies:	Greg Topless

Declaration of Conflicts of Interest

Cam Stone	Study Leave
Jason Loveridge	
Brent Watkins	
Jane Tobin	
Kate Machen	
Riejanne Campbell	

MINUTES

Matters Arising from previous meeting

Nothing to discuss this meeting.

Confirmation of minutes

Resolution:

That the BOT take as read and confirmed the minutes of the People & Policy Sub-Committee meeting of 19 February 2026, and note the recommendations therein were adopted by the BOT on 24 February 2026.

Moved: Riejanne Campbell

Seconded: Kate Machen

Carried: ALL

HEALTH AND SAFETY

1. Minutes - Meeting held 11 March 2026

New Assistant Principal has taken over the Health & Safety Committee. Brief initial meeting was held with suggested new Committee to set up covering all roles of the new committee, and the frequency of the meetings – one meeting per term. ERO indicated Hazard Register needs to be implemented, as well as an electronic accident register. This is an action for PLD session in the staff meeting tomorrow morning. Jane Tobin requested to continue on the Committee. Farm and Build A House sit within Contractor safety role, and how do we monitor visitors to those external sites? It was suggested signage with a phone number to text on arrival. Meetings held week 7 of each term to align with Board meeting reporting.

Resolution:

That the BOT take as read and confirmed the minutes of the Health & Safety Committee meeting of 10 March 2026, and approve the recommendations therein.

Moved: Riejanne Campbell

Seconded: Brent Watkins

Carried: ALL

2. Hazard Register and Accident Register

Principal talked to meeting regarding the establishment of hazard register and moving accident register to digital/online.

POLICY

School Docs updates

3. Alcohol, Drugs & Other Harmful Substances Policy

Principal spoke to the meeting about the implications of these policies within the school environment. How is the school being proactive around it, rather than addressing it at the time of incident. Year 10 Health covers some of these topics but it is not a compulsory subject. It is also not covered in the Puawai sessions. There are one-off presenters that come into the school that cover some of those topics. Principal will take to Senior Leadership Team meeting for further discussion. The proposed change of curriculum may bring some of that topic back.

4. Sun Protection

Are we as a school overtly talking about this topic and providing spaces ie. Shelters for the school. Hats are in the pipeline to be available to the school.

5. Digital Technology and Online Safety

Janko have firewalls for websites, but there are ways students find to get around them. Senior Leadership Team have discussed shutting down TEAMS chat platform to students. Digital learning in Puawai is provided. Noted the enrolment form has a digital communications declaration that is accepted by the new student/family.

6. Community feedback from Firearms Course

Principal provided update to community feedback. Learning prior to the course is required, and it is not compulsory – an opt in choice. 141 responses – 122 yes with very positive responses, 19 no but lending towards offsite learning instead, or no response indicated why. Communication will go back out to the community on the positives of how this can be provided, and alleviate the negative comments. One course could potentially be 10 students. Exemption is required to the Policy for this course to be offered.

Recommendation

That this course be offered to selected approved students on the proviso the course is run off-site and out of school hours.

Moved: Riejanne Campbell

Seconded: Brent Watkins

Carried: ALL

7. Overseas Trips – change to policy

Principal covered how the Overseas Policy came about post COVID. Fundraising is done as a group which goes into a pool evenly distributed at the end of the fundraising period for all attendees. Often difficult to encourage students and families to participate in these kinds of trips for all demographics within the school. A suggested change where the Overseas Committee which was originally convened to consider applications for trips is now not necessary as this Sub-Committee can now make these decisions. Dates would be clearly communicated when applications are to be in and considered – ie. March every year. RAMS and budgets deadlines would still remain in place.

Principal will communicate back to the Overseas Committee the recommended changes to the policy and report back to the next meeting with a recommendation.

LATE ITEMS

8. Study Tour – See In Committee – Cameron Stone

9. Red Van

Principal explained their family van has been replaced and they have donated this van to the school for Te Rangimarie to use whilst it is currently WOF'd and registered. This has greatly helped with the use of the other passenger vehicle within the school. It has been recently checked over by a garage and the cost to keep it on the road for another 12 months is approximately \$4500.

Recommendation

That the red van be fixed.

Moved: Jason Loveridge

Seconded: Brent Watkins

Carried: ALL

GENERAL

Jason Loveridge away next Tuesday – request to change full Board meeting to Thursday 26 March 2026 at 6.30pm. BOT Secretary to send text out.

PUBLIC EXCLUDED BUSINESS

Recommendation:

That the public be excluded for agenda items relating to People Agenda Items (noted above) pursuant to section 48 of the Local Government Official Information and Meetings Act. The reason being to discuss matters regarding personnel on the grounds to protect the privacy of individuals.

Moved: Jason Loveridge

Seconded: Brent Watkins

Carried: ALL

Meeting Closed at 5.15pm to go into Pubic Excluded

Signed:



Date:

21.4.2026