



# MARIST CATHOLIC SCHOOL

## POLICY: Legislative Responsibilities

Marist Catholic School recognises the uniqueness of each individual as part of God's creation and supports this through the development of the individual's spiritual, social, emotional, intellectual and physical ability. Marist Catholic School acknowledges that education is provided within the Catholic context.

All state-integrated schools are public entities that are funded by the New Zealand Government. Public entities are required to comply with all relevant New Zealand legislation.

The board complies with all general legislation requirements, and has policies and procedures in place to ensure this compliance, such as:

- [Attendance](#)
  - recording and following up student absence
  - reporting on any annual targets for student attendance
- [enrolment](#), including the enrolment of international students, if applicable
- the [privacy](#) of all individuals associated with the school
- [Copyright](#)
- [maintenance and storage of records](#)
  - appointing a records officer to ensure that the requirements of the Public Records Act 2005 are carried out
- the length of the school day and [school year](#).

The School monitors and ensures its compliance with New Zealand legislation through:

- Advice from:
  - The Ministry of Education in the form of circulars to schools, which detail expectations and an interpretation of any new legislation and its impact on school operations
  - The New Zealand School Trustees Association through emails which are sent to the board chair and copied to the school principal
  - The Education Council New Zealand through emails and fortnightly newsletters for all teachers
  - The New Zealand Principals' Federations publication Federation Flyer, which contains interpretation of legislative issues, and advice to principals
- Assurance to the Education Review Office, in the Board Assurance Statement (BAS) and the Self-Audit Checklist, that it is meeting its legal requirements, as part of the review process.
- An annual audit conducted by the school appointed auditor, and contracted by the Auditor General's Office every three years
- The self-review process, ensuring that schools regularly review their policies and procedures in accordance with the review schedule.

**Chairperson**

**Principal**

31.08.21

**Date**

*Self Review - this policy will be reviewed in 2024*