



Learning for the future

Ahuwhenua – Manaakitia – Mana Motuhake – Manawanui – Aroha

Kamo Primary School


NAG 6 - Policy and Procedure Media Statements


Rationale

That careful consideration will be given before any statements are provided to the media regarding anything to do with Kamo Primary School.

Guidelines

- Direct 'on the spot' statements are not to be given to the media. If necessary, ask for a copy of any questions and say that someone will contact them at a later date or time.
- All media enquiries are to be directed to the Principal. Where this is not possible, or the enquiry relates to the Principal, enquiries are to be directed to the Board of Trustees Chairperson. They will consult with at least one other Board member before responding to the media.
- Where appropriate, the Principal will consult with the Board of Trustees Chairperson before responding to a media enquiry.
- Affected parties need to be advised of matters affecting them before information is released to the media.
- The Principal and the Board of Trustees Chairperson will seek support from NZSTA if required.
- Before any response is made, the Principal or Board of Trustees Chairperson will consider whether they need to seek legal advice.
- A written response is often the best option, as it enables careful wording.

Signed:  Principal

Signed:  BoT Chairperson

Reviewed: Term 3, 2021

Review date: Term 3, 2024