

26 August 2016

Alice Collard  
By email: [fyi-request-4391-27e13a18@requests.fyi.org.nz](mailto:fyi-request-4391-27e13a18@requests.fyi.org.nz)

Matt Reid  
Community Services  
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Dear Alice

**Request for Information – Local Government Official Information and Meetings Act 1987**

I refer to your request dated 8 August 2016 for guidance material from the Crime Free Schools Project.

This project was initiated in 2009 between Council and Police. However given the length of time since then and changes in staff with both organisations it is fair to say that nothing has really progressed or proceeded in relation to the initiative. However I am attaching a presentation, a copy of a memorandum of understanding between schools and Police and some other information.

I hope this information will be useful to your request.

Yours sincerely



Matt Reid  
**General Manager Community Services**



## MEMORANDUM OF UNDERSTANDING

### LOWER HUTT SCHOOLS AND LOWER HUTT POLICE

This Area Level Agreement between the Police and Lower Hutt Schools will serve as the working document between both parties.

The guiding principle governing interactions between the Lower Hutt Schools and the Lower Hutt Police will be one of co-operation and partnership.

The following local initiative is also in place and will be observed within the guidelines of principle 11 e(1) and (iv); f (1) and (2) of The Privacy Act.

#### 1. Crime Free and Trespass Policy

##### Rationale:

Schools have a responsibility to ensure that the grounds of the school are maintained as a safe place for students, staff and community. Any unauthorized or criminal activity including the unauthorized consumption of alcohol, violence, damage to or theft of property within the school grounds reduces the safety of the school environment.

This policy will provide Police with a useful tool to enable them to more effectively patrol and protect schools within the Lower Hutt environs.

##### Purpose:

1. This Policy provides a mechanism to ensure that the grounds and buildings of the schools are kept free from the consequences of unauthorised or criminal activities by members of the public.
2. It provides the Police with authority to act under the provisions of the Trespass Act 1980.

##### Policy:

1. The Boards of Trustees or Board of Proprietors are occupiers of the participating Schools, situated in Lower Hutt. For the purposes of the Trespass Act 1980, they authorise every constable of the New Zealand Police in Lower Hutt, to act under the authority of that board of trustees/ proprietors.
2. Alcohol shall not be consumed on the participating school's grounds

unless authorised by the Board of Trustees/Proprietors or the School Principal as agent of the Board.

- 3. Each and every constable of the New Zealand Police on duty at or within the environs of Lower Hutt City is authorised to act as an agent of the Board of Trustees to:
  - (a) Inform any person consuming alcohol within the grounds of any participating school to leave and/or leave and stay off the property.
  - (b) Warn any person whose behaviour is disorderly or offensive (within the meaning of sections 3 & 4, respectively, of the Summary Offences Act 1981) or who commits an offence within the school property to leave and/or leave and stay off the property.
  - (c) Remove and take any appropriate action they deem necessary against any person who commits an offence against the provisions of the Trespass Act 1980 by refusing to leave the school property after having been warned to leave said place.
  - (d) Police will provide the participating schools of the names and other details of any persons that they deal with under the Trespass Act 1980, and will, when applicable provide the school with a copy of any Trespass Notice that they issue.

MEMORANDUM OF UNDERSTAND POLICY:

This document will act as a Local Policy between participating Lower Hutt Schools and Lower Hutt Police. Nothing contained in this document can over-ride National Policy and Guidelines of both Lower Hutt Schools and Police.

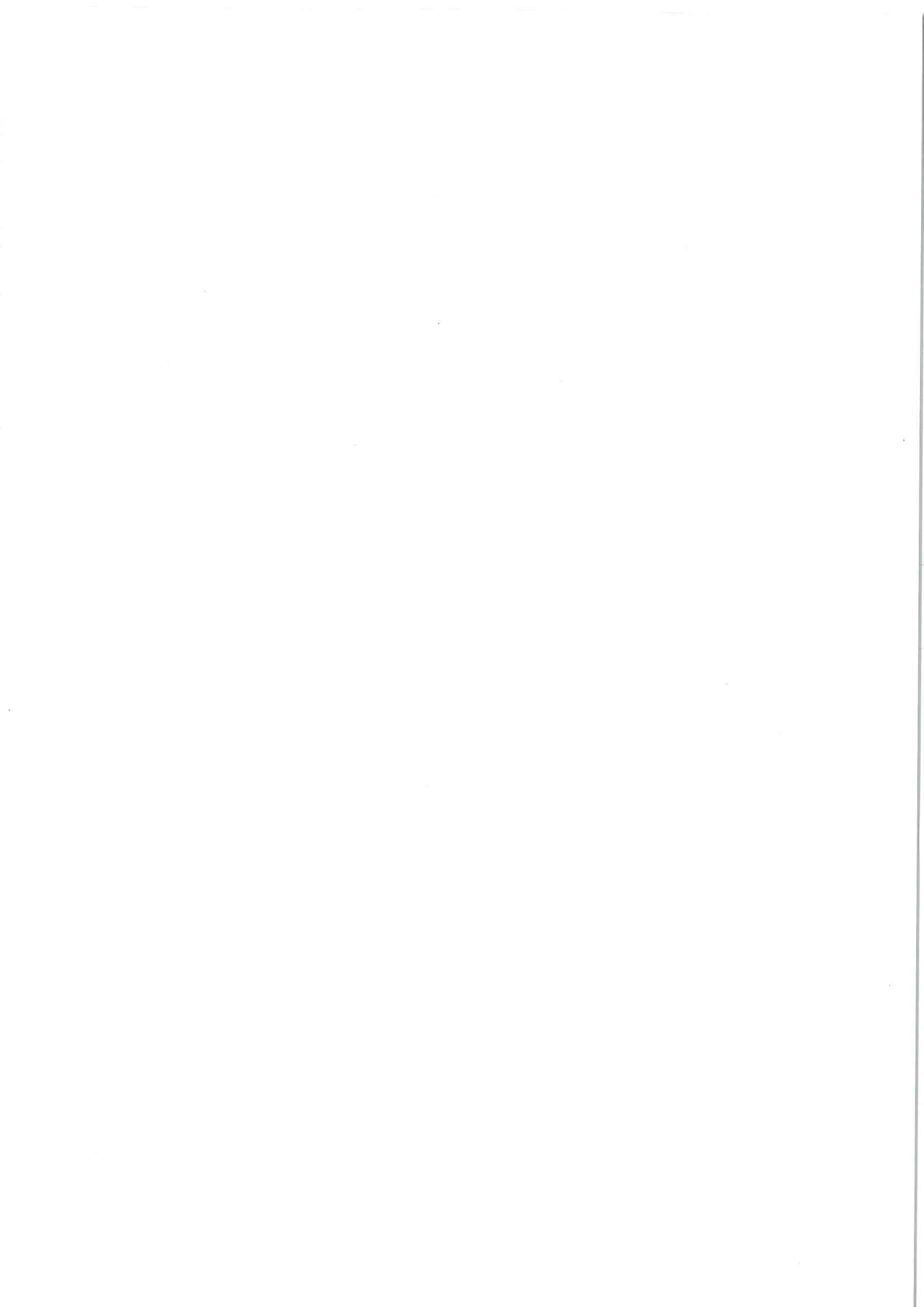
The Police undertake to exercise the authority that this document confers on them with discretion, in an effort to reduce offending, willful damage and disorder in Lower Hutt Schools.

Signed .....  
School Principal,  
School

Date .....

Signed   
Inspector Richard Chambers  
Area Commander  
Lower Hutt Police

Date 1st August 2009



# Crime Free School Project

## Crime Free Schools Aims

- ✓ To have all Hutt Valley Schools declared Crime Free
- ✓ To minimise alcohol related harm on school grounds
- ✓ To continue conversations on alcohol with school communities



# History – Not a new Project

- It's 21/21 for Alcohol-free School Grounds  
Policy implemented at all Upper Hutt schools from 17 November 2006 (Upper Hutt Leader)
- Project started in Stokes Valley and Taita College by local Police 2006/7
- Upper Hutt Project evaluated in May 2007 by RPH concluded:
  - this policy appears to be effective in reducing alcohol related harm issues for schools and for providing Police with greater scope to manage the consumption of alcohol on school grounds. (Darragh and Tow1 2007)



## What is it?

- A Crime Free Policy for unauthorised activities on school grounds. This includes the consumption of alcohol
- The appointing of Police as 'agents' for the schools should unauthorised activities occur
- Empowerment of the community to take action if unauthorised activity is witnessed on school grounds knowing action can be taken

## How it works...

- Memorandum of Understanding drawn up between schools and Police, signed by school representatives
- Authority to Act given to police by Principal as agents of the Board of Trustees
- Signage erected and press release for local media and School Newsletters

# Authority to Act

- **AUTHORITY TO ACT**
- Trespass Act 1980
- To: The Area Commander of Police
- **• LOWER HUTT**
- I, ..., Principal of ..., Lower Hutt, as duly authorised representative of the Board of Trustees of ..., lawful occupier of the school property located in ..., hereby give authority to each and every Constable of the New Zealand Police on duty at or within the environs of Lower Hutt City to act as an agent of the ... Board of Trustees, to:
  1. Inform any person whose behaviour seems inappropriate for the said school property to leave and stay off that property;
  2. Warn any person whose behaviour seems inappropriate or who commits an offence within the school property, to leave and stay off said place;
  3. Remove any person who commits an offence against the provisions of the Trespass Act 1980 by refusing or neglecting to leave the school property after being warned to leave said place;
  4. Take any appropriate action they deem necessary against any such person who commits an offence against the provisions of the Trespass Act 1980 by refusing or neglecting to leave the school property after being warned to leave said place.
- .....
- Signed
- Date
- , Principal
- LOWER HUTT

# Signage

**Keep Our School Safe**

**This is a  
CRIME FREE SCHOOL**

Police will be patrolling these grounds and are authorised to trespass and arrest anyone engaged in unauthorised or criminal activities, including unauthorised drinking, damage to or theft of property and violence.



Supported by the School Board



## FAQ

- Fully funded by Hutt City Council and ALAC
- Unauthorised activities only targeted
  - not staff drinks!!
- Police can and will use discretion
- It is not a Liquor ban like in certain areas of the city

## Contact

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Safe City

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## Crime Free Schools project

*"Let's start a conversation and develop our relationship"*

Kia ora, my name is Adrian Peoples and I'm writing to you as Hutt City Council's safe city officer. I'm also a father of three children, two at primary school and one at intermediate, a school board member and a Hutt City resident. Schools therefore play a big part in my life - both professionally and personally.

After talking with police and school staff I became aware we needed to work on ensuring school grounds are a safe learning environment for our children. Initially, the Crime Free Schools project was an opportunity to target unauthorised drinking on school grounds by the public but we soon widened our scope when it became clear alcohol wasn't the only problem concerning schools. The project has been extended to include the prevention of: vandalism, littering, drugs, graffiti and other antisocial behaviour - all things which risk the safety of the school community and generate a financial cost for school management.

The Crime Free Schools project makes the police agents of the school board and gives them powers to trespass anyone not acting in the best interest of the school community - look out for the signs going up around your school. There will also be opportunity for discussion on the role of alcohol in our community, safety and security of our school environment and the relationships we can build on to look after the welfare of our greatest asset - our children. I hope this will be the beginning of a productive relationship between school communities, Lower Hutt Police and Hutt City Council.

Around 50 Lower Hutt schools have signed on to the project which could not have happened without the support of your principal and board, the Lower Hutt Police, ALAC and Regional Public Health.

Noho ora mai ra (May you stay well)  
Adrian Peoples  
Safe City Officer  
Hutt City Council

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### What is it?

- Schools introducing a policy to prohibit unauthorised drinking on school grounds.
- An agreement signed between schools and the Lower Hutt Police so that, where necessary, they may act as the schools' agents to remove people involved in the unauthorised consumption of alcohol on school grounds.
- Signage and media in the community to escalate the issues of alcohol related harms.

### Why do it?

- Schools should be safe havens where children and young people can learn free from risk.
- The unauthorised consumption of alcohol on school grounds increases the risk of harm for these children through broken glass on play areas, unhygienic practices, vandalism and litter.

### How does Alcohol Free Schools work?

1. A memorandum of understanding is created between Lower Hutt Schools and Lower Hutt Police.
2. Hutt City Council and Regional Public Health provide the schools with signage, authority to trespass letters and information for media and school newsletters.
3. Schools provide each term reports on damage to grounds. Some help may be required for erection of signs.

### What Alcohol Free Schools is not?

- It is not a ban on all alcohol in schools (eg. Alcohol is still able to be consumed for staff functions, parents evenings etc.)
- It is not saying that drinking alcohol is wrong; just there is a right and wrong context for the consumption of it. Unauthorised consumption of alcohol on school grounds is the wrong context and sends the wrong messages to children and young people as well as increases the risks of harm.