

**FIREARMS PROCEDURE****RATIONALE**

The School Board is committed to ensuring the health and safety of all workers, students, visitors and contractors by complying with the Arms Act 2020 and Arms Regulations 1992.

PROCEDURE:

1. Firearms are only to be brought on to school grounds as outlined in the Ministry of Education guidelines. These include for educational purposes, Defense Force and NZ Police visits, careers days, firearms safety courses, antique auctions, pest control or special events such as ANZAC day.
2. All firearms brought on to school grounds must be unloaded. Their bolts should also be removed.
3. No ammunition shall be brought on to school grounds with firearms. Except for good, proper and lawful reasons such as pest control, EOTC activities, an ANZAC Commemorative event where blanks/ dummies/ inert ammunition may be used.
4. The Principal shall consult with the parent community before any firearms are brought on to school grounds as to whether the programme fits with their values and beliefs.
5. Before firearms are brought on to school grounds a risk analysis management plan shall be completed and made available to parents of children involved in the firearms programme.
6. Outside of the processes outlined above, firearms should only be brought onto school grounds in emergency situations (eg. NZ Police).
7. Firearms on school grounds shall, at all times, be under the control and responsibility of an authorised user who shall also hold an appropriate firearms licence (unless the activity is endorsed by the school and involves board approved student participation.) The Principal or appointed member of staff shall sight the firearms licence of each authorised user bringing firearms on to school grounds.
8. The Principal shall maintain a log of all firearms brought on to school grounds, arrival and departure time, the name and signature of the authorised user and their firearms licence number and expiry date.
9. The authorised user shall comply with the seven firearms safety rules as specified by the NZ Police.
10. These procedures will not need to be followed by the NZ Police or Armed Forces personnel in the event of a security incident where they need to come on to school premises for law enforcement or national security purposes.

STORAGE FOR FIREARMS PROCEDURE:

1. The Principal or other senior member of staff with a current firearms licence is responsible for the security of the firearms storage unit/armory.
2. Firearms storage unit/armory is always locked in accordance with the required standard.
3. The Principal or other senior member of staff will always hold a current firearms licence.
4. The firearms storage unit/armory has been approved by the NZ Police in accordance with the relevant legislation and regular inspections are carried out by local Police.
5. Only firearms possessed by a firearms licence holder are to be in the storage facility
6. All students who have firearms stored at school must follow these steps:
7. Participate in regular safety training.
8. The firearm must be in a clearly named and proper firearms case and always stored in the firearms storage unit/armory.
9. No ammunition can be stored directly with the firearm at any location within school grounds.
10. Students must never have any live ammunition on their person or in their possession unless they are participating in a school endorsed activity.
11. A firearm can only be moved from the firearms storage unit/armory with an adult present. The adult must be a staff member and hold a firearms licence.

Note: Even if a student holds a firearms licence they must not remove a firearm from the storage unit/ armory, unless a licensed adult is present. The Principal shall maintain a log of all firearms brought on to school grounds, the time they entered school grounds and the time they left, the name and signature of the authorised user and their firearms licence number.

FIREARMS LOG

1. The Principal shall maintain a log of all firearms brought on to school grounds, the time they entered school grounds and the time they left, the name and signature of the authorised user and their firearms licence number.
2. All persons bringing firearms onto Wesley College must sign the register with the Principal or Deputy Principal. By registering you acknowledge the health and safety practices of (our school) and:
 - your firearm is unloaded
 - you are not carrying any ammunition except for good, proper and lawful reasons such as pest control, EOTC activities, a Anzac Commemorative event where blanks/ dummies/ inert ammunition may be used.
 - you hold a current firearms licence and agree to meet all requirements of the Arms Act 2020.

Note: This only applies to firearms on school premises which will be removed from a vehicle. Firearms are not to be left in a vehicle that is unattended as per Regulation 19(2)(c) Arms Regulations 1992.

The Wesley College School Board approved this policy November 2021.
This policy will be reviewed on / before the November meeting 2024.

PRESIDING MEMBER

11 November 2021
DATE