

## Federation Flyer 2015



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## President's Message

Federation Flyer 14 – 21 May 2015



Tēnā koe

This week your national executive was reminded of how important it is to celebrate our heritage and acknowledge the contributions of those who have served before us. Last weekend we did just that as we paid tribute to our retiring Kaumatua, Tauri Morgan in his home city of Rotorua. I want to thank the NZPF life members and past presidents who travelled from far and wide to attend the function, and of course Tauri's own family and the substantial contingent of Rotorua principals who came in support of Tauri. It was a wonderful celebration, skillfully and seamlessly MC'd by former NZPF executive member Peter Witana and laced with marvellous stories that spoke of Tauri's undying commitment to the tamariki of Aotearoa and their education, his ability to bridge both pakeha and Māori worlds, his passion for life, humility, compassion and infectious good humour. We thank Tauri for keeping us culturally safe, for guiding us with his wisdom and selflessly supporting NZPF executive committees through both good and challenging times for the past 16 years. Haere pai, Tauri. Kia kaha!

### Reporting to Parents on National Standards

In response to your inquiries about the language to be used in reporting national standards to parents, I have spoken with both ERO and the Ministry and can now advise that there is no requirement for you to use the language of above, at, below, or well below, when reporting national standards data to parents.

For the full explanation click [here](#)

### Mandatory Reports

Please be aware of your obligations in respect to submitting a mandatory report and the penalties for not doing so. Our advice is to file a mandatory report as soon as is practicable and if in doubt, seek advice from the Teachers Council. The fine for non-compliance in respect of this requirement was formerly \$5,000 and has been raised to \$25,000.

The [Education Amendment Act 2015](#) states at 396:

#### 396 Offence of failing to report

- (1) An employer or a former employer commits an offence and is liable on conviction to a fine not exceeding \$25,000 if it fails without reasonable justification to report to the Education Council in relation to any matter of conduct as required under section 392, 393, or 394.
- (2) An employer or a former employer commits an offence and is liable on conviction to a fine not exceeding \$5,000 if it fails without reasonable justification to report to the Education Council in relation to any matter of competence as required under section 392, 393, or 395.

The form for submitting a mandatory report can be found [here](#)

### Health & Safety Legislation Changes

Many of you have contacted asking about the latest Health & Safety Legislation changes. First, if you already have good policies, processes and a health & safety committee to monitor your school processes, you will have few concerns about the new legislation. If not, take the time now before the legislation is in place to discuss these with your Board and staff.

In response to your requests, we have asked the Ministry to clarify the roles, and responsibilities for principals. These were outlined in Pitopito Korero Bulletin 27. In the next bulletin you will find roles and responsibilities for the staff in your schools. The legislation requires every member in the organisation to take responsibility for health and safety and this is reflected in the penalties for non-compliance.

To access information about penalties click [here](#)

To help you interpret this information, below are a couple of scenarios:

1. **Principal as Officer:** A principal as a member of the BoT of a school fails to ensure that the PCBU (Person Conducting a Business or Undertaking) has in place, and is using processes to eliminate risks to health and safety (e.g. risk management plans) from work carried out at the school. **Is the principal potentially personally liable? No Why not?** Any governance decisions made by a principal will be as a member of the BoT. The BoT exemption in clause 47(2)(d) of the Health and Safety Reform Bill includes principals as governors.

2. **Principal as CE (Chief Executive) of PCBU:** A principal is instructed by the BoT (as the PCBU) to ensure that a risk management plan is implemented at the school. The principal fails to implement this required plan and a worker is exposed to a risk to their health and safety from work carried out at the school. **Is the principal potentially personally liable?** Yes **Why?** The principal as the CE of the PCBU, was instructed through the PCBU role to undertake implementation of the plan but failed to do so. The BoT exemption in clause 47(2)(d) of the Health and Safety Reform Bill does not capture principals as managers.

### NZPF Acknowledges the Passing of Founding Member Ross Whimp

We acknowledge the recent passing of one of NZPF's founding members, Ross Whimp. Ross, through the Auckland Primary Principals' Association, was the member of a steering group whose vision it was to create an organisation to advocate for principalship in New Zealand. This vision would in 1982 come to fruition in the form of the New Zealand Principals' Federation. Ross was a member of the NZPF national executive from 1982-1993 and Membership Registrar from 1986-1993. He was made a life member in 1994. Current and future principals are indebted to Ross and his colleagues for their foresight and their energy in establishing for us a credible organisation from which we can advocate for the interests of principals at the political, ministerial and sector levels. We extend our sincere condolences to Ross's wife and family.

Noho ora mai ra



Denise Torrey  
[denise@nzpf.ac.nz](mailto:denise@nzpf.ac.nz)

### UPCOMING DATES

29-30 June	Executive Meeting, Wellington
30 June – 3 July	NZPF Conference, Wellington
2 July	Annual General Meeting, Wellington

### CONFERENCE 2015



NZ PRINCIPALS' FEDERATION  
CONFERENCE 2015

As outlined in an earlier Federation Flyer the conference organising committee yesterday drew the lucky winner of the free registration to this year's NZPF conference in Wellington.

We warmly congratulate Bronwyn McCall, principal Waikaka School, Gore and will be arranging for your registration refund immediately.

If you haven't already [registered](#) for the NZPF conference 2015 do so now. The [programme](#) for this conference is not to be missed.

### TE AKATEA - NZ MĀORI PRINCIPALS' ASSOCIATION ELECTIONS



Te Akatea represents Māori Principals, AP's/DP's, HOD's and Senior Teachers in the NZ education system. The purpose of Te Akatea is to give a collective voice on Māori education from Māori educators. Te Akatea works closely with NZPF and other education groups to support the education of all Māori students. Our members are from Kura Kaupapa Māori, Kura-a-Iwi, Rumaki Reo and English speaking Primary and Secondary schools.

Elections for the nine positions on the Te Akatea Executive are to be held between 23 August and 1 September 2015. Eligibility requirements and the online registration form are on our website [www.teakatea.co.nz](http://www.teakatea.co.nz). For further information contact Myles Ferris - (09) 437 0623 or email [principal@otangarei.school.nz](mailto:principal@otangarei.school.nz)

### MANAGING EMPLOYEE LEAVE – a message from the Ministry



We know that managing employee leave has been an issue for schools since before Novopay go-live and we thank you for your ongoing patience. We're now in the position to address some leave related issues as part of our ongoing programme of improvements and we ask for your support as we do this.

Over the next few months we are implementing some leave management changes to sick and annual leave. This includes system improvements, new reporting and guidelines and training in leave management.

The first step is to improve the leave entitlements functionality in the Novopay system and correct related data issues. As we implement these changes during May and June, employees may notice their sick leave balance fluctuate on their payslip. Authorised users will also notice employee leave balances changing in Novopay Online. These changes are planned and there is no action to take at this time.

The data corrections and system improvements will correct most leave balances. During June and July outstanding leave tickets that were awaiting the system changes, will be actioned. Authorised users and employees may again see changes to balances as these outstanding leave bookings are processed.

As a final step, we want to engage with you to confirm that your employee's leave balances are now correct and provide you with the opportunity to make any final adjustments. This is planned to commence in August. We will provide more information on this, the new reporting and the planned leave management training, in the coming weeks.

In the meantime, I ask you to let staff know that while they may see sick leave balances change on their payslips, these changes are to be expected and no action is required from employees during this time. We will update you further within the next month.

Thank you again for your patience and support as we complete this work.

Regards  
Cathy Magiannis  
Ministry of Education

## BUSINESS PARTNERSHIPS

One of the undertakings the NZPF gives its business partners is that **at the very least, they are given the opportunity by members to quote for a product, service or solution. PLEASE support our business partners as their assistance is very important to NZPF and to you as members.**

### Gold



### Silver



### Bronze



### Interested in becoming an NZPF Business Partner?

We welcome enquiries from businesses that are interested in engaging with schools. If you would like to know how a partnership with NZPF can add value to your business, while supporting New Zealand education, please email [Gavin Beere](mailto:Gavin.Beere@nzpf.ac.nz) (NZPF's Business Partner Convenor), for an information package and further details about NZPF.

### National Office

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For a map showing the location of the National Office in Wellington [click here](#)

To update membership details [click here](#)