



Our school has been working with SchoolDocs to create a website for our policies and procedures. We are excited to announce that the site is now live and available to our school community.

The school works with SchoolDocs to maintain, update, and review our policies. SchoolDocs provides us with a comprehensive core set of policies which have been well researched and follow the Ministry of Education National Administration Guidelines. The policies and procedures are tailored to our school, and the school supplies specific information such as our charter, and procedures for behaviour management, reporting to parents, etc.

SchoolDocs updates, modifies, or creates policies in response to changes in legislation or Ministry guidelines, significant events, reviews/requests from schools, and regular reviewing from the SchoolDocs team. Our Board of Trustees has the opportunity to view changes/additions and comment on them before they are implemented. We will advise you when policies are up for review and how you can take part in the review.

We invite you to visit the site at <https://www.schooldocs.co.nz/> Our username is stc and password middlepark



This term we are reviewing:

Alcohol, Drugs and other Harmful Substances

To review this Policy, log onto our website and follow the instructions below:

1. Visit the website <http://stc.schooldocs.co.nz/1893.htm>
2. Enter the username (stc) and password (middlepark)
3. Follow the link to the relevant policy as listed.
4. Read the policy.
5. Click the Policy Review button at the top right-hand corner of the page.
6. Select the reviewer type "Parent".
7. Enter your name (optional).
8. Submit your ratings and comments.

If you don't have internet access, school office staff can provide you with printed copies of the policy and a review form.