

KAIKORAI VALLEY COLLEGE



ĀKONGA (STUDENT) ATTENDANCE AT FUNERALS PROCEDURE

Rationale

From time to time ākongā (students) may attend a funeral in their capacity as a student of/or representing KVC. It is important in this process to ask what is reasonable to request of kaimahi attending and supervising ākongā at a funeral, where their own emotions may be heightened whilst supporting ākongā who may be attending as part of a school group.

Purpose

- To ensure that the wellbeing of the ākongā is very much being catered for and supports are in place
- To ensure the wellbeing of kaimahi is being catered for
- To honour and respect the whānau of the deceased,
- To clarify the roles of the student/whānau/kaimahi
- To ensure our school is protected from a spiritual and cultural perspective,
- To present a respectful and sensitive image of our school in the community.
- To ensure the expectations of what is required are very clearly laid out

Guidelines

- ❖ Ākongā may, on the very odd occasion, end up attending a funeral independently with whānau members whilst in school uniform. They are not representing the school and should always be under the care of whānau members. This includes getting to and from the funeral
- ❖ In some circumstances ākongā may attend a funeral as part of a group where more than one student is present in uniform e.g. in support of a peer, or some whānau connection. Again they are not representing the school and should be under the care of whānau members. This includes getting to and from the funeral.
- ❖ From time to time ākongā may attend a funeral as part of an official school group. e.g. class group, kapa haka, Head Students. In these situations the following items must be addressed prior to attending and in a very timely manner, not rushed:
 - A kaimahi will be designated with oversight and organisation.
 - Any school involvement will be respectfully and sensitively navigated with the grieving family's and only ever with their consent/permission well beforehand?
 - Ākongā who may be participating/performing should always be asked first, not an assumption made. This should also be done with the signed permission of their whānau.



- It is strongly recommended that a whānau member of any student attending should be there for support, as such occasions can bring about emotional responses. This should be included on the permission form.
- Organisers need to take into consideration, prior to asking ākonga to be involved in such activities, their emotional safety, and if there is any history of grief/loss/suicide/ or any personal vulnerability that attendance at the funeral may bring up.
- When attending a funeral there needs to be a determination made of when the duty of care begins and ends i.e. when does kaimahi responsibility end - at the end of the service or the afternoon tea? How does the group function in that context? Does the group enter and leave together? It is far more preferable that whānau members of ākonga are present and have responsibility for their tamariki.
- If students are attending a funeral as part of a school group, then they are there for the full duration. They do not leave early unless this has been pre-arranged and are collected by whānau members.
- If attending as a school group, ākonga who do not have whānau supporting them will go to and from the funeral with kaimahi. They will not be allowed to depart independently, unless handed over to whānau.
- Prior to attending a funeral as part of a school group, ākonga will be sat down and educated about what they may expect and what is appropriate and respectful behaviour. This may include a cultural perspective.

Review Process

This policy shall be reviewed every three years after the first year.

Date of Confirmation by the Board of Trustees	25 October 2022
Reviewed	
Reviewed	