

From: [Tania Campbell](#)
To: [Carline, Paul](#)
Cc: [Daken, Cherie](#); [Hudson, Stephen](#); [Soal, Philip](#)
Subject: Re: Fire Awareness Programme. 9(2)(a) Students.
Date: Friday, 20 March 2020 2:22:15 pm
Attachments: [image001.png](#)

Thank you for letting me know.

On Fri, Mar 20, 2020 at 1:48 PM Carline, Paul <Paul.Carline@fireandemergency.nz> wrote:

Hi Tania, I have just had a directive from Management that I cannot work with any more Fire Awareness Intervention Cases with the public unless they are urgent. So at the moment I will be unable to work with your Rangatahi until I get permission from my supervisor.

I am sorry for my U-turn but because of the corona -virus situation I am unable to help at the moment. As soon as I am allowed I will be back in touch.

Kind regards,

Paul Carline.

Senior Fire Fighter. Remutuka Station.

Fire Awareness Practitioner, Fire Wise Ambassador.

Alcohol Impairment Educator.



M: 9(2)(a)

P04 5263078

Paul.Carline@fireandemergency.nz

www.fireandemergency.nz

From: Tania Campbell <cl@naenae-college.school.nz>
Sent: Friday, 20 March 2020 1:34 PM
To: Carline, Paul <Paul.Carline@fireandemergency.nz>

Subject: Re: Fire Awareness Programme. 9(2)(a) Students.

Sorry Monday 23 March.

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On Fri, Mar 20, 2020 at 1:16 PM Carline, Paul <Paul.Carline@fireandemergency.nz> wrote:

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M: 9(2)a

P04 5263078



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From: Tania Campbell <cl@naenae-college.school.nz>
Sent: Friday, 20 March 2020 11:40 AM
To: Carline, Paul <Paul.Carline@fireandemergency.nz>
Subject: Re: Fire Awareness Programme. 9(2)(a) Students.

Morning Paul

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The 9(2)(a) students are:

9(2)(a)

9(2)(a)

9(2)(a)

The 9(2)(a) student:

9(2)(a)

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Tania Campbell

Assistant Principal

NAENAE COLLEGE



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F: 64-4-567 3009

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From: [Tania Campbell](#)
To: [Carline, Paul](#)
Subject: Re: Fire Awareness Programme. 9(2)(a) Students.
Date: Friday, 20 March 2020 2:25:25 pm
Attachments: [image001.png](#)

Is there any way you could drop off something that we could work through with them perhaps?

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9(2)a

9(2)a

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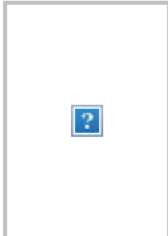
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From: [cl](#)
To: [Carline, Paul](#)
Subject: Re: Fire Awareness Programme. 9(2)(a) Students.
Date: Sunday, 22 March 2020 12:17:00 pm
Attachments: [image001.png](#)

Thanks for your email. I will get back to you.

Regards

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: "Carline, Paul" <Paul.Carline@fireandemergency.nz>
Date: 22/03/2020 09:38 (GMT+12:00)
To: Tania Campbell <cl@naenae-college.school.nz>
Cc: "Daken, Cherie" <Cherie.Daken@fireandemergency.nz>, "Hudson, Stephen" <Stephen.Hudson@fireandemergency.nz>
Subject: Re: Fire Awareness Programme. 9(2)(a) Students.

Hi Tania, I have been told to work from home. The books I have I could drop off but they relate more to fire setting rather than operating manual fire points. Perhaps a Skype session from my home if i can get the computer here to do it or just a phone conversation meeting with the 9(2)(a) students and a separate one with the 9(2)(a) student.

You would need to have an adult with the students whilst I was having this meeting with them. It would not be the full FAI Programme but it would be beneficial to the students re their behaviour.

What are your thoughts.

Thanks Paul.

From: Tania Campbell <cl@naenae-college.school.nz>
Sent: 20 March 2020 14:24
To: Carline, Paul <Paul.Carline@fireandemergency.nz>
Subject: Re: Fire Awareness Programme. 9(2)(a) Students.

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M: 9(2)a

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Sent: Friday, 20 March 2020 1:34 PM
To: Carline, Paul <Paul.Carline@fireandemergency.nz>
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9(2)a

9(2)a

9(2)a

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M: 9(2)(a)

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From: [Alex Maehe](#)
To: [Law, Stuart](#)
Subject: Fire Awareness Programme
Date: Tuesday, 15 September 2020 8:28:12 am

Kia ora Stuart

From time to time and more recently we have had fires lit on the school site and would like to access your programme for students we have identified needing it and with the consent of parents.

Please let me know how you would like to proceed from here.

Nga mihi

--

Alex Maehe
Deputy Principal
NAENAE COLLEGE



910 High Street, Private Box 31-171, Lower Hutt, New Zealand

Phone No: 04 567 7175

Extension internal-only 549

Moblie: 9(2)a

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From: [Alex Maehe](#)
To: [Daken, Cherie](#)
Subject: Re: FW: Fire Awareness Programme
Date: Wednesday, 16 September 2020 7:21:06 am
Attachments: [FAIP-Referral-Form.doc](#)

Thanks very much Cherie.

Ngā mihi

On Tue, Sep 15, 2020 at 9:14 AM Daken, Cherie <Cherie.Daken@fireandemergency.nz> wrote:

Hi Alex

Stuart Law has pass your email on to me. I look after the Fire Awareness Programme (FAIP) for our Region. I have attached our referral form, if you could fill in the form for each of the students and email it back to me, then I can get one of my practitioners on to the case.

Thanks

Regards

Cherie Daken

Business Services Coordinator

Te Ūpoko Rohe (Region 3) Headquarters

Level M, 2 Oriental Parade, Wellington 6011

PO Box 19090, Marion Square, Wellington 6141



DDI: **9(2)(a)**

cherie.daken@fireandemergency.nz

www.fireandemergency.nz

From: Alex Maehe [<mailto:mea@naenae-college.school.nz>]

Sent: Tuesday, 15 September 2020 8:28 AM

To: Law, Stuart <Stuart.Law@fireandemergency.nz>

Subject: Fire Awareness Programme

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From: [Alex Maehe](#)
To: [Daken, Cherie](#)
Cc: [Fiona Crawford](#)
Subject: Referral for 9(2)(a) Fire Awareness Programme
Date: Wednesday, 16 September 2020 7:39:42 am
Attachments: [FAIP-Referral-9\(2\)\(a\).doc](#)

Kia ora Cherie

Please find attached a referral form for 9(2)a

Look forward to hearing from you.

Ngā mihi

--

Alex Maehe
Deputy Principal
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FIRE AWARENESS AND INTERVENTION PROGRAMME

REFERRAL FORM

Date:	9(2)a	Time:	9(2)a
Child's Name:	9(2)a	Ethnicity:	9(2)a
Age	9(2)a	Residence: Home 9(2)a Institution 9(2)a	Prior incidents attended by Fire and Emergency NZ 9(2)a
D.O.B	9(2)a		
Gender	9(2)a		
Parent's Name: (or caregiver) Address: Phone:	9(2)a		
Date fire-setting occurred?	9(2)a	Home alone?	9(2)
Where did the fire-setting occur? Home: School: School: 9(2)a Other: (describe)			
Details of the fire: What was burnt, extent of damage etc...? 9(2)a			
9(2)a			
Why did the fire-setting occur (motivation)? Possibly because 9(2)a			
Any further data? 9(
Name of person forwarding referral	Phone contact		
Alex Maehe	9(2)a		
Title if appropriate	REGION - indicate closest area		
Deputy Principal	1. Northland / Auckland 2. Hamilton / Tauranga / Gisborne / Taupo 3. New Plymouth/Napier/ Palmerston Nth / Wgtn 4. Nelson / Christchurch / Timaru / West Coast 5. Oamaru / Dunedin / Queenstown/Invercargill		

Please forward by e-mail to FAIP@FireandEmergency.nz

From: [Alex Maehe](#)
To: [Daken, Cherie](#)
Subject: Referral for 9(2)(a)
Date: Tuesday, 27 October 2020 10:18:44 am
Attachments: [FAIP-Referral^{9\(2\)\(a\)}.doc](#)

Kia ora Cherie

Please find attached a referral form for 9(2)(a)

Look forward to hearing from you.

Ngā mihi

--

Alex Maehe
Deputy Principal
NAENAE COLLEGE



910 High Street, Private Box 31-171, Lower Hutt, New Zealand

Phone No: 04 567 7175

Extension internal-only 549

Moblie: 9(2)(a)

www.naenae-college.school.nz

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FIRE AWARENESS AND INTERVENTION PROGRAMME

REFERRAL FORM

Date:	9(2)a	Time:	9(2)a
Child's Name:	9(2)a	Ethnicity:	9(2)a
Age	9(2)a	Residence: Home 9(2)(i) Institution	Prior incidents attended by Fire and Emergency NZ 9(2)a
D.O.B	9(2)a		
Gender	9(2)a		
Parent's Name: (or caregiver) Address: Phone:	9(2)a		
Date fire-setting occurred?	9(2)a	Home alone?	9(2)
Where did the fire-setting occur? Home: School: Other: (describe)	9(2)a		
Details of the fire: What was burnt, extent of damage etc...?			
9(2)a			
Why did the fire-setting occur (motivation)? Possibly because			
9(2)a			
Any further data?			
9(
Name of person forwarding referral Alex Maehe	Phone contact 9(2)a		
Title if appropriate Deputy Principal	REGION - indicate closest area 1. Northland / Auckland 2. Hamilton / Tauranga / Gisborne / Taupo 3. New Plymouth/Napier/ Palmerston Nth / Wgtn 4. Nelson / Christchurch / Timaru / West Coast 5. Oamaru / Dunedin / Queenstown/Invercargill		

Please forward by e-mail to FAIP@FireandEmergency.nz

Released under the Official Information Act 1982

From: [Alex Maehe](#)
To: [LeCeve, Manu](#)
Subject: Re: FAIP referral
Date: Monday, 9 November 2020 9:39:16 am
Attachments: [image003.png](#)

Kia ora Manu

Thank you for your update and support of [REDACTED]

Ngā mihi

On Sun, Nov 8, 2020 at 11:45 AM LeCeve, Manu <Manu.LeCeve@fireandemergency.nz> wrote:

Hi Alex,

My name is Manu LeCeve. I am a FAIP practitioner for FENZ.

This email is to advise that [REDACTED] has completed the FAIP programme. [REDACTED]

[REDACTED]

Thank you for the referral, If you have any questions please call me directly.

Manu LeCeve

Senior FireFighter, FAIP Practitioner, Type 4 Bronto Trainer,

Avalon Fire Station – Red watch



M: 9(2)a

P: 9(2)(a)

manu.leceve@fireandemergency.nz

www.fireandemergency.nz



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--

Alex Maehé
Deputy Principal
NAENAE COLLEGE



910 High Street, Private Box 31-171, Lower Hutt, New Zealand

Phone No: 04 567 7175

Extension internal-only 549

Moblie: 9(2)a

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From: [Helen Hepburn](#)
To: [Law, Stuart](#)
Cc: [Kerrie Howard](#); [Alex Maehe](#)
Subject: School lift
Date: Monday, 14 December 2020 3:52:55 pm

Hi Stuart,

I have heard back from Ian Rattray - the lift shaft is fire rated and lift complies with all fire regulations

Thanks

Helen Hepburn
Business Manager
Naenae College
LOWER HUTT

Ph: 04 5677175 Extn 821

(2)a

www.naenae-college.school.nz



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Released under the Official Information Act 1982

From: [Alex Maehe](#)
To: [Thompson, Peter](#); [Law, Stuart](#); [Helen Hepburn](#)
Subject: Draft Update of Evacuation Plan
Date: Wednesday, 7 April 2021 11:36:14 am
Attachments: [210704DraftScan.pdf](#)

Kia ora Peter and Stewart

Please find a draft update of Evacuation Plan attached.

Appreciate any feedback and comments.

Nga mihi

--

Alex Maehe
Deputy Principal
NAENAE COLLEGE



910 High Street, Private Box 31-171, Lower Hutt, New Zealand

Phone No: 04 567 7175

Extension internal-only 549

Moblie: 9(2)a

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MANAGING EMERGENCIES AND TRAUMATIC INCIDENTS

Draft
Act 1982

Statement of Intent

In the event of an emergency or traumatic incident, the college will respond in an immediate and planned way. Plans and procedures are in place and communicated to all to ensure the response is efficient and effective. Responsibilities of staff are clearly defined. The well-being and safety of students, staff and visitors is our greatest priority.

Definitions:

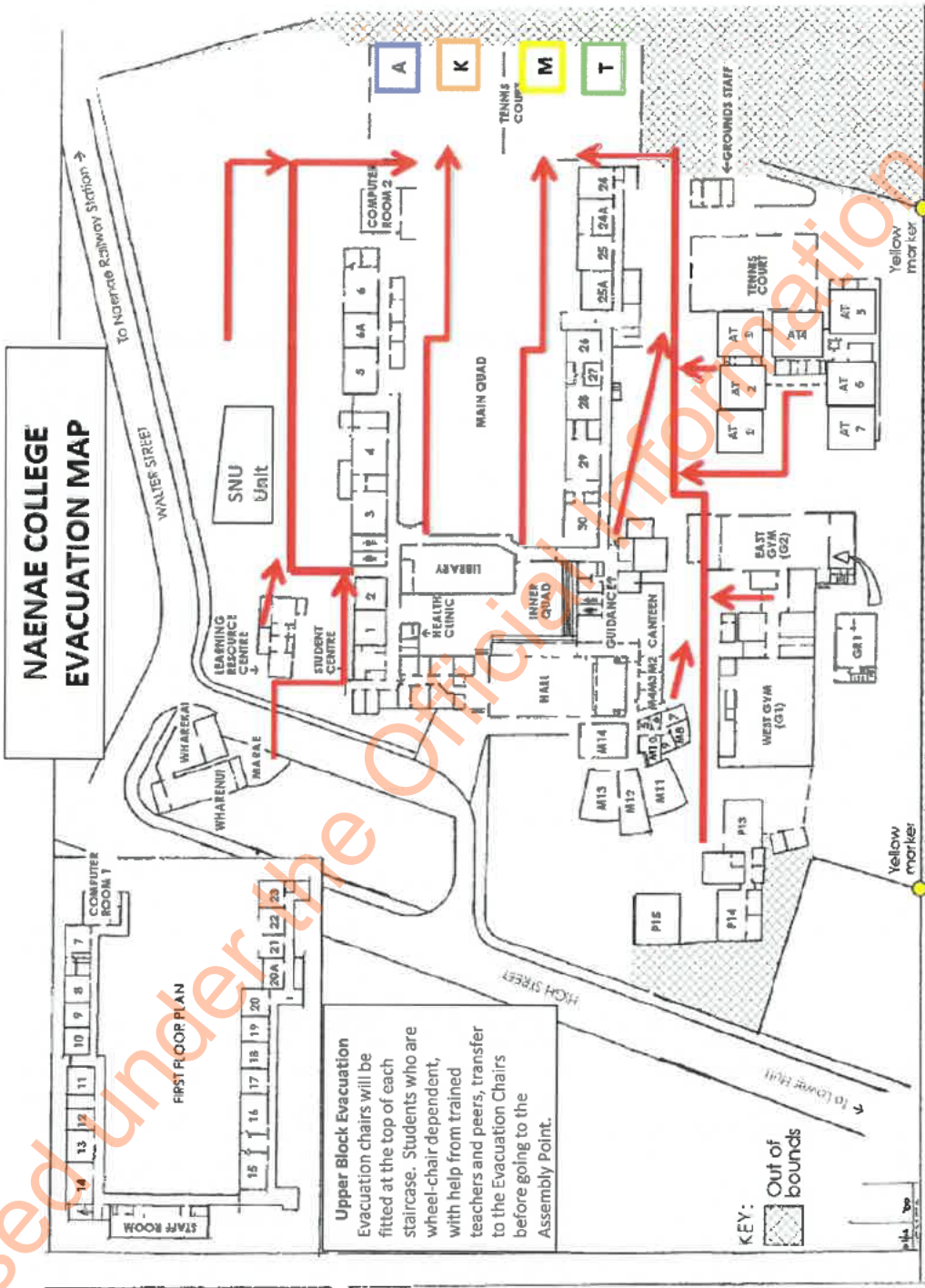
Emergency – Natural disaster or crises with widespread physical effects in the community
Traumatic Incident – Relating to individuals or small groups, violent and/or unexpected death, threatened death and/or injury, emotional consequences of natural disasters, acts of war, man-made/industrial disasters, pandemics

Board Expectations

1. The Board's expectation of the BOT regarding emergencies and traumatic incidents are:
 - 1.1. To ensure that all possible is done to identify risks to human life and property and to eliminate these risks where practicable and where not, reducing the magnitude of their impact. This will be done by completing an Emergency Preparedness Audit annually.
 - 1.2. That there will be a representative of the Board of Trustees on the Health and Safety Committee
 - 1.3. To review any emergency responses and serious traumatic harm incidents¹ and actions taken in regard to these.
2. The Board's Expectations of the Principal regarding emergencies and traumatic incidents are:
 - 2.1. To ensure plans are in place for responding to emergencies (Readynet Emergency Action Plan) Responsibility: Deputy Principal
 - 2.2. To ensure plans are in place for responding to traumatic incidents (Traumatic Incidents Plan) Responsibility: Deputy Principal
 - 2.3. To establish a clear chain of command and identification of individual responsibilities
 - 2.4. To manage the process for communication with parents, outside agencies and the media
 - 2.5. To ensure plans are in place for the safety, welfare and security of children and staff, including special provision for those with special needs including students who are wheel-chair dependant.
3. The Board's expectations of the Health and Safety Committee regarding emergencies and traumatic incidents are:
 - 3.1 To develop preparedness plans
 - 3.2 To ensure 3 fire drills and 1 earthquake drill are conducted each year

¹ Serious Traumatic Harm Incidents - From Schedule 1 of the Health and Safety in Employment Act 1992

- Death
- Any of the following conditions that amounts to or results in permanent loss of bodily function, or temporary severe loss of bodily function: respiratory disease, noise-induced hearing loss, neurological disease, cancer, dermatological disease, communicable disease, musculoskeletal disease, illness caused by exposure to infected material, decompression sickness, poisoning, vision impairment, chemical or hot-metal burn of eye, penetrating wound of eye, bone fracture, laceration, crushing.
- Amputation of body part.
- Burns requiring referral to a specialist registered medical practitioner or specialist outpatient clinic.
- Loss of consciousness from lack of oxygen.
- Loss of consciousness, or acute illness requiring treatment by a registered medical practitioner, from absorption, inhalation or ingestion of any substance.
- Any harm that causes the person harmed to be hospitalised for a period of 48 hours or more commencing within 7 days of the harm's occurrence.



Released under the Official Information Act 1982

From: [Alex Maehe](#)
To: [Thompson, Peter](#)
Cc: [Law, Stuart](#); [Helen Hepburn](#)
Subject: Re: Draft Update of Evacuation Plan
Date: Monday, 19 April 2021 9:40:11 am
Attachments: [image001.png](#)
[Managing Emergencies and Traumatic Events Policy\(Draft-Evac Chairs\).docx](#)
[BUILDING EVACUATION ASSISTANCE REGISTERNNC.docx](#)

Kia ora Peter

Have updated as attached (Highlighted) and added an evac register for further comment. CCd also Bee Laing (Learning Centre) for her input re hearing impairment support.

Comments and suggestions welcome.

On Mon, Apr 19, 2021 at 9:03 AM Alex Maehe <mea@naenae-college.school.nz> wrote:

Kia ora Peter

Thanks. Will update policy to suggested wording.

Ngā mihi

On Fri, Apr 9, 2021 at 9:17 AM Thompson, Peter <Peter.Thompson@fireandemergency.nz> wrote:

Hi Alex

Have had a look through your draft and a comment regarding point 2.5 is that instead of specifically naming a special need like wheel-chair dependant, have you considered stating '.....including special provision for those that require specific assistance (e.g. physical, sight or hearing impaired)'

Regards

Peter Thompson

Fire Risk Management Officer

Specialist Fire Investigator

Hutt City Fire Station

37 Marsden Street

Lower Hutt 5010



M: 9(2)a

P: 9(2)(a)

peter.thompson@fireandemergency.nz

www.fireandemergency.nz

Fire Fact "A House Fire Can Become Fatal within 5 Minutes"

From: Alex Maehe [mailto:mea@naenae-college.school.nz]
Sent: Wednesday, 7 April 2021 11:36 AM
To: Thompson, Peter <Peter.Thompson@fireandemergency.nz>; Law, Stuart <Stuart.Law@fireandemergency.nz>; Helen Hepburn <hrn@naenae-college.school.nz>
Subject: Draft Update of Evacuation Plan

Kia ora Peter and Stewart

Please find a draft update of Evacuation Plan attached.

Appreciate any feedback and comments.

Nga mihi

--

Alex Maehe

Deputy Principal

NAENAE COLLEGE



910 High Street, Private Box 31-171, Lower Hutt, New Zealand

Phone No: 04 567 7175

Extension internal-only 549

Moblie: 9(2)a

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Alex Maehc

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MANAGING EMERGENCIES AND TRAUMATIC INCIDENTS

Statement of Intent

In the event of an emergency or traumatic incident, the college will respond in an immediate and planned way. Plans and procedures are in place and communicated to all to ensure the response is efficient and effective. Responsibilities of staff are clearly defined. The well-being and safety of students, staff and visitors is our greatest priority.

Definitions:

Emergency – Natural disaster or crises with widespread physical effects in the community

Traumatic Incident – Relating to individuals or small groups, violent and/or unexpected death, threatened death and/or injury, emotional consequences of natural disasters, acts of war, man-made/industrial disasters, pandemics

Board Expectations

1. The Board's expectation of the BOT regarding emergencies and traumatic incidents are:
 - 1.1. To ensure that all possible is done to identify risks to human life and property and to eliminate these risks where practicable and where not, reducing the magnitude of their impact. This will be done by completing an Emergency Preparedness Audit annually.
 - 1.2. That there will be a representative of the Board of Trustees on the Health and Safety Committee
 - 1.3. To review any emergency responses and serious traumatic harm incidents¹ and actions taken in regard to these.
2. The Board's Expectations of the Principal regarding emergencies and traumatic incidents are:
 - 2.1. To ensure plans are in place for responding to emergencies (Readynet Emergency Action Plan) Responsibility: Deputy Principal
 - 2.2. To ensure plans are in place for responding to traumatic incidents (Traumatic Incidents Plan) Responsibility: Deputy Principal
 - 2.3. To establish a clear chain of command and identification of individual responsibilities
 - 2.4. To manage the process for communication with parents, outside agencies and the media
 - 2.5. To ensure plans are in place for the safety, welfare and security of children and staff, including special provision for those that require specific assistance (e.g. physical, sight or hearing impaired).
3. The Board's expectations of the Health and Safety Committee regarding emergencies and traumatic incidents are:
 - 3.1 To develop preparedness plans
 - 3.2 To ensure 3 fire drills and 1 earthquake drill are conducted each year

¹ Serious Traumatic Harm Incidents - From Schedule 1 of the Health and Safety in Employment Act 1992

- Death
- Any of the following conditions that amounts to or results in permanent loss of bodily function, or temporary severe loss of bodily function: respiratory disease, noise-induced hearing loss, neurological disease, cancer, dermatological disease, communicable disease, musculoskeletal disease, illness caused by exposure to infected material, decompression sickness, poisoning, vision impairment, chemical or hot-metal burn of eye, penetrating wound of eye, bone fracture, laceration, crushing.
- Amputation of body part.
- Burns requiring referral to a specialist registered medical practitioner or specialist outpatient clinic.
- Loss of consciousness from lack of oxygen.
- Loss of consciousness, or acute illness requiring treatment by a registered medical practitioner, from absorption, inhalation or ingestion of any substance.
- Any harm that causes the person harmed to be hospitalised for a period of 48 hours or more commencing within 7 days of the harm's occurrence.

- 3.3 To maintain adequate civil defence equipment and emergency supplies (for 50 – 80 people). Supplies to be checked, and where necessary renewed annually.
 - 3.4 To ensure an annual update of the register listing staff skills and availability in a time of emergency.
4. The Board's expectations of Teachers and Support Staff regarding emergencies and traumatic incidents are:
 - 4.1 That after ensuring personal safety their primary duty will be the care of students.
 - 4.2 To remain at school for a minimum of 2 hours and after that to advise the Senior Management when they are leaving the school premises.
 - 4.3 To be familiar with the school's Readynet Emergency Action Plan and Traumatic Incident Plan.
 - 4.4 That at the beginning of the year, a Classroom Hazards Checklist will be completed and returned to the Health and Safety Committee.

Supporting Documents

Managing emergencies and traumatic incidents – MOE 2010
Naenae College Readynet Emergency Action Plan
Naenae College Traumatic Incident Plan
Naenae College Family Guide – what parents need to know in times of emergency (2012)
Naenae College Guidance & Communication Handbook – (2012 Page 49)
Naenae College Emergency Preparedness Audit – including dates of drills

Supporting Agencies

- Ministry of Civil Defence and Emergency Management www.civildefence.govt.nz
- Ministry of Education, Special Education Traumatic Team – Responsible for providing traumatic incident training and services. www.minedu.govt.nz (keyword: traumatic incident)
- Readynet: www.readynetinfo.co.nz in conjunction with the Hutt City Council

Relevant Legislation

Civil Defence Emergency Management Act 2002
Education Act 1989
Fire Safety and Evacuation of Buildings Regulations 2006

Evaluation

All aspects of emergency and traumatic incident preparedness meet the requirements of this policy. Drills run smoothly. Systems ensure that hazards are eliminated or reduced. Regular reviews show procedures for response meet the present needs.

Adopted: October 2012
Reviewed October 2017
Next Review date: October 2019

Note: This policy is required to be reviewed annually

Inserted in Evacuation Map

Upper Block Evacuation

Physical: Evacuation chairs will be fitted at the top of each staircase. Students who are wheelchair dependent, with help from the teacher and peers, transfer to the Evacuation Chairs before going to the Evacuation Assembly Point (EAP).

Sight impaired: Students with sight impairment will be escorted safely to the EAP

Hearing impaired: Students with hearing impairment will be assisted by teachers trained to communicate in sign language and other means to alert an evacuation

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NAENAE COLLEGE 2021

BUILDING EVACUATION ASSISTANCE REGISTER

FOR: Naenae College, 910 High Street, Lower Hutt

This Register to be located at the: *Fire Evacuation Board*.

- Details of all persons who **normally** occupy the building and who may require assistance in the event of an evacuation must be entered on this form.
- Do not enter details of visitors to the building (e.g., visiting staff and students) unless specifically requested to do so.
- This Assistance Register shall be continuously updated, noting any changes to details of persons requiring assistance.
- In the event of an evacuation, nominated staff will assist any persons with a disability whose names are not on this Assistance Register.

Date	Name of person requiring assistance	Reason for needing assistance	Person to provide assistance	Normal Location	Mobile Phone Number	*Reg: 111-Text Y/N

Person responsible for managing this register (Building Warden).

Mobile Phone No.....

Dated:

*Note: If you are deaf, hearing or speech-impaired, you can register for the 111 TXT service: www.police.govt.nz/111-txt.

From: [Nic Richards](#)
To: [Wright, Ian](#)
Subject: Re: malicious false alarms
Date: Wednesday, 16 March 2022 5:46:39 pm

Kia ora Ian

Quite an unusual series of alarms this afternoon. The 9(2)(a) set off the alarm three times in quick succession. I have contacted the police and home. 9(2)a. I will follow up with you once the dust settles. Thank you and the team for attending, we deeply appreciate the work the service is committed to in our community.

Ngā mihi
Nic

On Wed, 16 Mar 2022 at 16:11, Wright, Ian <Ian.Wright@fireandemergency.nz> wrote:

Hi Nic, thank you very much for all your help today with the student/s 9(2)(a)

As discussed, if you have a verified name and contact details we would value our FAIP (Fire Awareness and Intervention Programme) people 9(2)(a)

Please advise and I will put our team in touch direct with you.

Kind regards

Ian

Ian Wright

Senior Station Officer

Blue Watch Avalon

9(2)a



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--

Nic Richards

Principal

NAENAE COLLEGE



910 High Street, Private Box 31-171, Lower Hutt, New Zealand

T: 64-4-920-1518

F: 64-4-567 3009

Instagram: nnc_nz

Instagram pages: nnc_nz and naenaecollege_careers

Facebook Pages: nncolsport and naenaecollege

Youtube: Naenae College NZ Official

Website: <https://www.naenae-college.school.nz/>

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From: [Nic Richards](#)
To: [FAIP](#)
Subject: Fwd: Message from KM_C308-C308R1784
Date: Thursday, 31 March 2022 3:29:40 pm
Attachments: [SKM_C308-C322033115390.pdf](#)

Attached are 9(2)(a) referral forms 9(2)(a)
[REDACTED]

----- Forwarded message -----

From: <copier@nnc.school.nz>
Date: Thu, 31 Mar 2022 at 15:20
Subject: Message from KM_C308-C308R1784
To: <rs@naenae-college.school.nz>

--

Nic Richards
Principal
NAENAE COLLEGE



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FIRE AWARENESS AND INTERVENTION PROGRAMME

REFERRAL FORM

Date: 31/03/22		Time:	
Child's Name: 9(2)a		Ethnicity: 9(2)a	
Age: 9(2)a	Residence: Home 9(2)a	Prior incidents attended by Fire and Emergency NZ: 9(2)a	
D.O.B: 9(2)a	Institution: 9(2)a		
Gender: 9(2)a			
Parent's Name: 9(2)a (or caregiver) Address: 9(2)a Phone: 9(2)a			
Date fire-setting occurred? 9(2)a	Home alone? Y / N		
Where did the fire-setting occur? Home: Y / N School: 9(2)a Other: (describe)			
Details of the fire: What was burnt, extent of damage etc...? 9(2)a			
Fire #?			
Why did the fire-setting occur (motivation)?		Possibly because ...	
9(2)a			
Any further data?			
Name of person forwarding referral Theresa Crawford Title if appropriate Assistant Principal		Phone contact 9(2)a REGION - indicate closest area 1. Northland / Auckland 2. Hamilton / Tauranga / Gisborne / Taupo 3. New Plymouth/Napier/ Palmerston Nth / Wgtn 4. Nelson / Christchurch / Timaru / West Coast 5. Oamaru / Dunedin / Queenstown/Invercargill	

Please forward by e-mail to FAIP@FireandEmergency.nz



FIRE AWARENESS AND INTERVENTION PROGRAMME

REFERRAL FORM

Date: 31 March 2022		Time: 2:45pm	
Child's Name: 9(2)a		Ethnicity: 9(2)a	
Age: 9(2)a	Residence: Home 9(2)a	Prior incidents attended by Fire and Emergency NZ: 9(2)a	
D.O.B: 9(2)a	Institution: 9(2)a		
Gender: 9(2)a			
Parent's Name: 9(2)a (or caregiver) Address: [Redacted] Phone: [Redacted]			
Date fire-setting occurred? 9(2)a	Home alone? 9(2)a		
Where did the fire-setting occur? Home: Y/N School: 9(2)a Other: (describe) [Redacted]			
Details of the fire: What was burnt, extent of damage etc...? 9(2)a [Redacted]			
Fire #?			
Why did the fire-setting occur (motivation)? 9(2)a [Redacted]		Possibly because	
Any further data?			
Name of person forwarding referral Chris Taylor Title if appropriate Assistant Principal		Phone contact 9(2)a [Redacted] REGION - indicate closest area 1. Northland / Auckland 2. Hamilton / Tauranga / Gisborne / Taupo 3. New Plymouth/Napier/ Palmerston Nth / (Wgtn) 4. Nelson / Christchurch / Timaru / West Coast 5. Oamaru / Dunedin / Queenstown/Invercargill	

Please forward by e-mail to FAIP@FireandEmergency.nz

From: [Nic Richards](#)
To: [Carline, Paul](#)
Subject: Re: Fire alarms Possible Solutions.
Date: Thursday, 31 March 2022 3:40:37 pm
Attachments: [image003.png](#)
[image.png](#)

Confirmed for Monday, Paul. We will have an SLT member to support each session.

Fire service education Monday 4th April - Hall

T

Period	Timing	Classes	Teachers
Period 2	11:25am - 11:55am	9AJN (17) 9KPUT (18) 9MANC (16)	SH PY FRK
Period 2	12:05pm - 12:35pm	9ALBE (19) 9AFYC (19) 9NLJ (11)	LBE FYC NLJ
Period 3	1:45pm - 2:15pm	9KTUA (21) 9TIAN (20)	BL EL
Period 3	2:25pm - 2:55pm	9MLG (17) 9TSD (18) 9MKMS (18)	XGA SD MR

On Thu, 31 Mar 2022 at 12:40, Nic Richards <rs@naenae-college.school.nz> wrote:
Paul, Monday is looking good. It would be periods 2 (11.15 am) and 3 (1.30 pm). Four groups. I will confirm the details.

Nic

On Thu, 31 Mar 2022 at 12:35, Nic Richards <rs@naenae-college.school.nz> wrote:
Thanks, Paul. This is something that we can consider as part of the renovations. The design aspects do not make sense but those decisions are historical.

Kind regards

Nic

On Thu, 31 Mar 2022 at 09:59, Carline, Paul <Paul.Carline@fireandemergency.nz> wrote:

Hi Nic, nice to meet you yesterday. I spoke with a risk reduction advisor Stu Law, he said that if there is **9(2)(a)** the manual points can be relocated where they are under the direct supervision of staff. This could be a long term solution to your school's alarm issues.

I look forward to working with your students. Don't forget those Fire Awareness Intervention Cases as well. Have attached a DOC file regarding referrals.

Ngā mihi

Paul Carline.

Advisor Community Readiness and Recovery.

Fire Awareness Practitioner and Fire Wise Ambassador.

Alcohol Impairment Educator.

Wellington District, Te Upoko.



Paul.Carline@fireandemergency.nz

www.fireandemergency.nz

Ngā uara - Values | **Kia Tika – We do the Right Thing** | **Manaakitanga - We serve and Support** | **Whanaungatanga**
- We are better together | **Auahatanga - We Strive to Improve**

From: Nic Richards <rs@naenae-college.school.nz>

Sent: Wednesday, 30 March 2022 3:34 pm

To: Carline, Paul <Paul.Carline@fireandemergency.nz>
Subject: Fire alarms

Kia ora Paul

Thanks for coming in today. I will talk with the team and hopefully, we can arrange something on Monday or Tuesday.

Ngā mihi

Nic

--

Nic Richards

Principal

NAENAE COLLEGE



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Facebook Pages: nncolsport and naenae college

Youtube: Naenae College NZ Official

Website: <https://www.naenae-college.school.nz/>

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--

Nic Richards

Principal

NAENAE COLLEGE



910 High Street, Private Box 31-171, Lower Hutt, New Zealand

T: 64-4-920-1518

F: 64-4-567 3009

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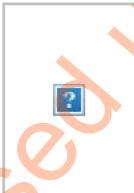
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From: [Fiona Crawford](#)
To: [FAIP](#)
Subject: Referral form attached.
Date: Tuesday, 26 April 2022 3:35:51 pm
Attachments: [FAIP Referral Form 9\(2\)\(a\).docx](#)

Many thanks
Fiona

--

Fiona Crawford (*she/her*)
Assistant Principal

NAENAE COLLEGE

910 High Street, Private Box 31-171, Lower Hutt, New Zealand

Phone No: 04 567 7175 Ext: 837

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Youtube: Naenae College NZ Official

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FIRE AWARENESS AND INTERVENTION PROGRAMME

REFERRAL FORM

Date: 9(2)a	Time: 9(2)
Child's Name: 9(2)a	Ethnicity: 9(2)a
Age: 9(2)a	Residence: Home 9(2)a Institution 9(2)a
D.O.B: 9(2)a	
Gender: 9(2)a	
Prior incidents attended by Fire and Emergency NZ 9(2)a	
Parent's Name: 9(2)a (or caregiver) Address: Phone:	
Date fire-setting occurred? 9(2)a	Home alone? 9(2)a
Where did the fire-setting occur? Home: 9(2)a School: Other: (describe) 9(2)a	
Details of the fire: What was burnt, extent of damage etc...? 9(2)a	
Why did the fire-setting occur (motivation)? Possibly because 9(2)a	
Any further data?	
Name of person forwarding referral Fiona Crawford, AP Naenae College	Phone contact 04 567 7175 Ext: 837
Title if appropriate	REGION - indicate closest area

1. Northland / Auckland
2. Hamilton / Tauranga / Gisborne / Taupo
3. New Plymouth/Napier/ Palmerston Nth / Wgtn
4. Nelson / Christchurch / Timaru / West Coast
5. Oamaru / Dunedin / Queenstown/Invercargill

Please forward by e-mail to FAIP@FireandEmergency.nz

Released under the Official Information Act 1982

From: [Fiona Crawford](#)
To: [Carline, Paul](#)
Cc: [Stewart, Sue](#); [Soal, Philip](#); [Hughes, Gareth](#); [Abel, Matthew](#)
Subject: Re: Student fire referral
Date: Tuesday, 26 April 2022 3:35:38 pm
Attachments: [image003.png](#)

Great, done.
Many thanks!
Fiona

On Tue, Apr 26, 2022 at 3:22 PM Carline, Paul <Paul.Carline@fireandemergency.nz> wrote:

Hi Fiona, great to hear from you. I would be very keen to work with 9(2)a I have enclosed a FAIP referral form. If you could fill it out and send it through to the address on the form it should come to me.

I look forward to working with her.

Ngā mihi

Paul Carline.

Advisor Community Readiness and Recovery.

Fire Awareness Practitioner and Fire Wise Ambassador.

Alcohol Impairment Educator.

Trentham Fire Station.

545 Fergusson Drive, Trentham.

Upper Hutt 5018.

Wellington District, Te Upoko.



9(2)a

Paul.Carline@fireandemergency.nz

www.fireandemergency.nz

Ngā uara - Values | **Kia Tika – We do the Right Thing** | **Manaakitanga - We serve and Support** | **Whanaungatanga - We are better together** | **Auahatanga - We Strive to Improve**

From: Fiona Crawford <cdf@naenae-college.school.nz>

Sent: Tuesday, 26 April 2022 3:10 pm

To: Carline, Paul <Paul.Carline@fireandemergency.nz>; Tim Davies-Colley <dct@naenae-college.school.nz>; Justin Wilson 9(2)a

Subject: Student fire referral

Kia ora Paul,

I was in an enrolment meeting with 9(2)(a)

We would like to book in an educational one on one with you around fire risks (like what you did with our other student). It may be possible to do this at HVAC, so I have cc'ed in Tim and Justin from there. But, I don't have any paper work for the referral. Do you have an electronic copy?

Many thanks

Fiona

--

Fiona Crawford (*she/her*)

Assistant Principal

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From: [FAIP](#)
To: [FAIP Region 3](#)
Subject: FW: Referral form attached.
Date: Wednesday, 27 April 2022 8:27:59 am
Attachments: [FAIP Referral Form 9\(2\)\(a\).docx](#)
[image001.png](#)

Hi There

Please find attached an FAIP referral for your Region. Please acknowledge receipt.

Regards

Jackie Watson
Business Services Co-ordinator
Kairuruku Ratonga Pakihi
Te Hiku (Region 1) Headquarters, 2 Poynton Terrace, Newton, Auckland 1010
PO Box 68-444, Victoria Street West, Auckland 1142



DDI: 9(2)(a)
Mobile: 9(2)a
Email: jackie.watson@fireandemergency.nz

From: Fiona Crawford <cdf@naenae-college.school.nz>
Sent: Tuesday, 26 April 2022 3:35 pm
To: FAIP <FAIP@fireandemergency.nz>
Subject: Referral form attached.

Many thanks
Fiona

--

Fiona Crawford (she/her)
Assistant Principal

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FIRE AWARENESS AND INTERVENTION PROGRAMME

REFERRAL FORM

Date: 9(2)a	Time: 9(2)
Child's Name: 9(2)a	Ethnicity: 9(2)a
Age: 9(2)a	Residence: Home 9(2)a Institution [redacted]
D.O.B: 9(2)a	
Gender: 9(2)a	
Prior incidents attended by Fire and Emergency NZ 9(2)a	
Parent's Name: 9(2)a (or caregiver) Address: [redacted] Phone: [redacted]	
Date fire-setting occurred? 9(2)a	Home alone? 9(2)a
Where did the fire-setting occur? Home: [redacted] School: [redacted] Other: (describe) [redacted]	
Details of the fire: What was burnt, extent of damage etc...? 9(2)a [redacted] [redacted] [redacted] [redacted]	
Why did the fire-setting occur (motivation)? Possibly because 9(2)a [redacted]	
Any further data?	
Name of person forwarding referral Fiona Crawford, AP Naenae College	Phone contact 04 567 7175 Ext: 837
Title if appropriate	REGION - indicate closest area

1. Northland / Auckland
2. Hamilton / Tauranga / Gisborne / Taupo
3. New Plymouth/Napier/ Palmerston Nth / Wgtn
4. Nelson / Christchurch / Timaru / West Coast
5. Oamaru / Dunedin / Queenstown/Invercargill

Please forward by e-mail to FAIP@FireandEmergency.nz

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From: [Nic Richards](#)
To: [Carline, Paul](#)
Subject: Principal out of office Re: FAIP Cases, Naenae College.
Date: Wednesday, 4 May 2022 11:02:41 am

Kia ora

This account is now closed as the Principal is on sabbatical for Term 2. To contact the Acting Principal please email Alex Maehe on mea@naenae-college.school.nz or to contact Naenae College administration please email admin@naenae-college.school.nz.

Ngā mihi
Naenae College

--

Nic Richards
Principal
NAENAE COLLEGE

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T: 64-4-920-1518
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From: [Fiona Crawford](#)
To: [Carline, Paul](#)
Cc: [Sarah Calcutt](#); [Allan, Mirren](#); [Soal, Philip](#); [Hughes, Gareth](#)
Subject: Re: [9\(2\)\(a\)](#) sessions
Date: Tuesday, 17 May 2022 1:08:48 pm
Attachments: [image004.png](#)
[image007.png](#)

Thanks Paul,

[This](#) is the plan at the moment. We can start at 9am in the hall, so you are welcome to arrive a little later than 8:45 if you like.

Thanks again
Fiona

On Tue, May 17, 2022 at 9:17 AM Carline, Paul <Paul.Carline@fireandemergency.nz> wrote:

Hi Fiona, groups of 60 will be fine.

You are locked in for Friday the 27th May, 0845 start.

Ngā mihi

Paul Carline.

Advisor Community Readiness and Recovery.

Fire Awareness Practitioner and Fire Wise Ambassador.

Alcohol Impairment Educator.

Trentham Fire Station.

545 Fergusson Drive, Trentham.

Upper Hutt 5018.

Wellington District, Te Upoko.



9(2)a

Paul.Carline@fireandemergency.nz

www.fireandemergency.nz

Ngā uara - Values | **Kia Tika – We do the Right Thing** | **Manaakitanga - We serve and Support** | **Whanaungatanga - We are better together** | **Auahatanga - We Strive to Improve**

From: Fiona Crawford <cdf@naenae-college.school.nz>
Sent: Tuesday, 17 May 2022 9:00 am
To: Carline, Paul <Paul.Carline@fireandemergency.nz>; Sarah Calcutt <cts@naenae-college.school.nz>
Cc: Allan, Mirren <Mirren.Allan@fireandemergency.nz>; Soal, Philip <Philip.Soal@fireandemergency.nz>
Subject: Re: 9(2)(a) sessions

Kia ora ano Paul,

I've worked on the plan, and its a bit trickier to get less than 50 and deliver the programme over 3 sessions. We do have a number of absences each day, but 2 of the groups would be closer to 60. Is this okay?

Thanks

Fiona

On Mon, May 16, 2022 at 4:59 PM Fiona Crawford <cdf@naenae-college.school.nz> wrote:

Thanks Paul,

Can we lock in Friday 27th 8:45 till 10:50. I'll confirm the arrangements, but we would have 3 sessions of around 50 students with a small transition time between.

I have struggled to connect with 9(2)(a) due to absences recently, but I will ensure she has 9(2)(a) letter ready that day. I have cc'ed in Sarah the Acting AP for the Senior School and I'm sure she can support 9(2)(a) getting hers finished also.

Many thanks

Fiona

On Mon, May 16, 2022 at 10:38 AM Carline, Paul
<Paul.Carline@fireandemergency.nz> wrote:

Hi Fiona can do any day from Monday the 23rd May till Friday the 27th May, excluding the Tuesday, 24th May.

I am still keen to catch up with 9(2)(a) and 9(2)(a), re 9(2)(a)

Can this be done on the day that you choose for me to come in to talk to the 9(2)(a) please.

Ngā mihi

Paul Carline.

Advisor Community Readiness and Recovery.

Fire Awareness Practitioner and Fire Wise Ambassador.

Alcohol Impairment Educator.

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9(2)a

Paul.Carline@fireandemergency.nz

www.fireandemergency.nz

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- We are better together | Auahatanga - We Strive to Improve

From: Fiona Crawford <cdf@naenae-college.school.nz>

Sent: Monday, 16 May 2022 10:30 am

To: Carline, Paul <Paul.Carline@fireandemergency.nz>

Subject: Re: 9(2)(a) sessions

Sorry Paul, any times next week that might work?

Thanks

On Sun, May 15, 2022 at 9:35 PM Fiona Crawford <cdf@naenae-college.school.nz> wrote:

Hi, definitely not tomorrow. I'll check calendar in the morning and get back to you.

Thanks

On Sun, 15 May 2022, 19:46 Carline, Paul, <Paul.Carline@fireandemergency.nz> wrote:

Hi Fiona could do this Monday, tomorrow or Friday. Let me know what suits.

Thanks Paul Carline

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From: Fiona Crawford <cdf@naenae-college.school.nz>
Sent: Sunday, May 15, 2022 5:28:00 PM
To: Carline, Paul <Paul.Carline@fireandemergency.nz>
Subject: 9(2)(a) sessions

Kia ora Paul,

We would like to organise sessions for the 9(2)(a) like you did with the 9(2)(a) if possible. We only have 165, so assuming there are some absences, we would likely only need 3 sessions. Half an hour right? Would you be happy to go back to back with 10 mins in between? It would mean we could do them from 9am till 10:50 any day you're available (excluding Thursdays).

Many thanks

Fiona

--

Fiona Crawford (*she/her*)

Assistant Principal

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From: 9(2)a
To: [Carline, Paul](mailto:Paul.Carline@firea)
Subject: Re: visit
Date: Friday, 27 May 2022 8:55:56 pm

Hi Paul

No class is fine with me hahaha Friday 10th after school would be great for me and

9(2)a <Paul.Carline@firea> wrote:

Hi 9(2)a just had a talk to Al Collett at Avalon because of the covid situation a class visit cannot occur. Apologies. Either the 9th or 10th of June would be ideal for us.

You could come down straight after school to Avalon Station. Sorry but you would have to wear facemasks.

Just bring yourself and 9(2)a

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From: 9(2)a <naenae-college.school.nz>

Sent: Friday, May 27, 2022 8:27:35 PM

To: Carline, Paul <Paul.Carline@fireandemergency.nz>

Subject: Re: visit

OMG thx so much for your quick response I am so excited. Me me me me me not sure about my class or friends just yet. Will have a quick think on that one. Yeah thanks so much

On Fri, 27 May 2022, 20:22 Carline, Paul, <Paul.Carline@fireandemergency.nz> wrote:

Hi 9(2)a it would be great to host you at Avalon Station. Would you like your class to come as well or just you and your friends.

I will ask Brent Pritchard who is the officer at Avalon Station for some suitable dates.

Thanks Paul Carline.

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From: 9(2)a <naenae-college.school.nz>

Sent: Friday, May 27, 2022 7:39:04 PM

To: Carline, Paul <Paul.Carline@fireandemergency.nz>

Subject: visit

Hi Paul

Thank you for your work card. I really would like to one day soon come and have a look at the fire station. I look forward to hearing back from you when you think this might be possible. I really enjoyed your visit to NNC.

Thanks

9(2)a



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From: 9(2)a
To: [Pritchard, Brent](mailto:Brent.Pritchard@fireandemergency.nz)
Subject: Re: Avalon Fire Stn Visit
Date: Thursday, 2 June 2022 2:37:50 pm
Attachments: [image001.png](#)
[image001.png](#)

Hi there thanks for emailing me. Paul mentioned after school me and 9(2)a could come over. We won't be allowed to come during school time. If this doesn't suit another time outside school hours would be great.

Thanks lots

9(2)a

On Thu, 2 Jun 2022, 14:30 Pritchard, Brent, <Brent.Pritchard@fireandemergency.nz> wrote:

Hi 9(2)a

I've been given your details to organise a time to come for a visit at Avalon Fire Station. We are available on the 10th June (Friday). Would 9am work for you?

Regards Brent.

Brent Pritchard

Station Officer

Brown Watch Avalon Station

P: 9(2)(a)

brent.pritchard@fireandemergency.nz

www.fireandemergency.nz



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From: 9(2)a
To: [Pritchard, Brent](mailto:Brent.Pritchard@fireandemergency.nz)
Subject: Re: Avalon Fire Stn Visit
Date: Wednesday, 8 June 2022 5:12:49 pm
Attachments: [image001.png](#)
[image001.png](#)

Very sorry for the late reply yes me and 9(2)a will be there just after 3pm school finishes at 3.10

Thank you
9(2)a

On Sat, 4 Jun 2022, 18:22 Pritchard, Brent, <Brent.Pritchard@fireandemergency.nz> wrote:

Hi 9(2)a

If you could make it between 3 and 4 pm Friday?

Regards Brent.

Brent Pritchard

Station Officer

Brown Watch Avalon Station

P: 9(2)(a)

brent.pritchard@fireandemergency.nz

www.fireandemergency.nz



From: 9(2)a <naenae-college.school.nz>

Sent: Thursday, 2 June 2022 2:37 pm
To: Pritchard, Brent <Brent.Pritchard@fireandemergency.nz>
Subject: Re: Avalon Fire Stn Visit

Hi there thanks for emailing me. Paul mentioned after school me and [9(2)a] could come over. We won't be allowed to come during school time. If this doesn't suit another time out side school hours would be great.

Thanks lots

[9(2)a]

On Thu, 2 Jun 2022, 14:30 Pritchard, Brent, <Brent.Pritchard@fireandemergency.nz> wrote:

Hi [9(2)a]

I've been given your details to organise a time to come for a visit at Avalon Fire Station. We are available on the 10th June (Friday). Would 9am work for you?

Regards Brent.

Brent Pritchard

Station Officer

Brown Watch Avalon Station

P: [9(2)a]

brent.pritchard@fireandemergency.nz

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From: 9(2)a
To: [Carline, Paul](mailto:Paul.Carline@firea)
Subject: Re: visit
Date: Friday, 10 June 2022 3:21:41 pm

Hi Paul me and 9(2)a r all ready at the station

Seanisa

On Fri, 27 May 2022, 20:55 9(2)a <[9\(2\)a@naenae-college.school.nz](mailto:9(2)a@naenae-college.school.nz)> wrote:

Hi Paul

No class is fine with me hahaha Friday 10th after school would be great for me and 9(2)a <Paul.Carline@firea> wrote:

Hi 9(2)a just had a talk to Al Collett at Avalon because of the covid situation a class visit cannot occur. Apologies. Either the 9th or 10th of June would be ideal for us.

You could come down straight after school to Avalon Station. Sorry but you would have to wear facemasks.

Just bring yourself and 9(2)a

Get [Outlook for Android](#)

From: 9(2)a <[9\(2\)a@naenae-college.school.nz](mailto:9(2)a@naenae-college.school.nz)>

Sent: Friday, May 27, 2022 8:27:35 PM

To: Carline, Paul <Paul.Carline@fireandemergency.nz>

Subject: Re: visit

OMG thx so much for your quick response I am so excited. Me me me me me not sure about my class or friends just yet. Will have a quick think on that one. Yeah thanks so much

On Fri, 27 May 2022, 20:22 Carline, Paul, <Paul.Carline@fireandemergency.nz> wrote:

Hi 9(2)a it would be great to host you at Avalon Station. Would you like your class to come as well or just you and your friends.

I will ask Brent Pritchard who is the officer at Avalon Station for some suitable dates.

Thanks Paul Carline.

Get [Outlook for Android](#)

From: 9(2)a <[9\(2\)a@naenae-college.school.nz](mailto:9(2)a@naenae-college.school.nz)>

Sent: Friday, May 27, 2022 7:39:04 PM

To: Carline, Paul <Paul.Carline@fireandemergency.nz>

Subject: visit

Hi Paul

Thank you for your work card. I really would like to one day soon come and have a look at the fire station. I look forward to hearing back from you when you think this might be possible. I really enjoyed your visit to NNC.

Thanks

9(2)a



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From: [Fiona Crawford](#)
To: [Carline, Paul](#)
Cc: [Megan McCarthy](#); [Allan, Mirren](#)
Subject: Re: Monday 10:15?
Date: Monday, 13 June 2022 11:33:42 am
Attachments: [image006.png](#)

Thanks Paul,

It's just one class who missed it, so might be easier just to go into the classroom and Megan could have her laptop set up.

How does that sound? Megan could pick you up from reception?

Thanks

Fiona

On Mon, Jun 13, 2022 at 11:17 AM Carline, Paul <Paul.Carline@fireandemergency.nz> wrote:

Hi Megan, I am all set for tomorrow with a fire safety talk for the two, **9(2)(a)** classes. I shall be there by 10:05 to set myself up in the hall. Are you able to provide a laptop with access to the large screen in the hall please? I will be showing from You Tube, the Bradford Soccer Stadium Fire in a five minute video clip.

Looking forward to coming tomorrow.

Ngā mihi

Paul Carline.

Advisor Community Readiness and Recovery.

Fire Awareness Practitioner and Fire Wise Ambassador.

Alcohol Impairment Educator.

Trentham Fire Station.

545 Fergusson Drive, Trentham.

Upper Hutt 5018.

Wellington District, Te Upoko.



9(2)a

Paul.Carline@fireandemergency.nz

www.fireandemergency.nz

Ngā uara - Values | **Kia Tika – We do the Right Thing** | **Manaakitanga - We serve and Support** | **Whanaungatanga - We are better together** | **Auahatanga - We Strive to Improve**

From: Megan McCarthy <mh@naenae-college.school.nz>
Sent: Tuesday, 31 May 2022 4:05 pm
To: Fiona Crawford <cdf@naenae-college.school.nz>
Cc: Carline, Paul <Paul.Carline@fireandemergency.nz>
Subject: Re: Monday 10:15?

Thanks, confirming 14th June (Tuesday)

Ngā mihi

Megan McCarthy (*she/her*)

Head of Department of Performing Arts

NAENAE COLLEGE

910 High Street, Private Box 31-171, Lower Hutt, New Zealand

Phone No: 04 567 7175

Extension internal-only 806

Moblie: 9(2)a

www.naenae-college.school.nz

On Tue, 31 May 2022 at 15:34, Fiona Crawford <cdf@naenae-college.school.nz> wrote:

Looking at the calendar, it should work. I'll leave Megan to confirm.

Thanks

Fiona

On Tue, May 31, 2022 at 2:47 PM Carline, Paul
<Paul.Carline@fireandemergency.nz> wrote:

Hi Fiona, busy on the 13th, am free the 14th July 10:15. Does this suit?

Cheers Paul.

From: Fiona Crawford <cdf@naenae-college.school.nz>
Sent: Monday, 30 May 2022 12:55 pm
To: Carline, Paul <Paul.Carline@fireandemergency.nz>
Cc: Megan McCarthy <mh@naenae-college.school.nz>
Subject: Re: Monday 10:15?

Sorry Paul, I didn't say the date. Would the 13th work?

Thanks

On Mon, May 30, 2022 at 10:51 AM Fiona Crawford <cdf@naenae-college.school.nz> wrote:

Hi Paul,

Would Monday 10:15 suit you to deliver the fire education programme to the class who missed it?

I have cced in Megan the class teacher so you will also have direct contact should you need it.

Thanks heaps

Fiona

--

Fiona Crawford (*she/her*)

Assistant Principal

NAENAE COLLEGE

910 High Street, Private Box 31-171, Lower Hutt, New Zealand

Phone No: 04 567 7175 Ext: 837

www.naenae-college.school.nz

Instagram pages: [nnc_nz](#) and [naenaecollege_careers](#)

Facebook Pages: [nncolsport](#) and [naenae college](#)

Youtube: [Naenae College NZ Official](#)

--

Fiona Crawford (*she/her*)

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--

Fiona Crawford (*she/her*)

Assistant Principal

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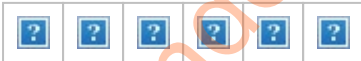
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Released under the Official Information Act 1982

From: [Megan McCarthy](#)
To: [Carline, Paul](#)
Subject: Re: Monday 10:15?
Date: Monday, 13 June 2022 11:38:55 am
Attachments: [image002.png](#)

will do. please tx 9(2)a as you arrive, sign in at school office. I'll come collect.
Ngā mihi

Megan McCarthy (*she/her*)
Head of Department of Performing Arts
NAENAE COLLEGE



910 High Street, Private Box 31-171, Lower Hutt, New Zealand
Phone No: 04 567 7175
Extension internal-only 806
Moblie: 9(2)a
www.naenae-college.school.nz

On Mon, 13 Jun 2022 at 11:35, Carline, Paul <Paul.Carline@fireandemergency.nz> wrote:

That will work.

See you tomorrow.

Thanks Paul.

From: Fiona Crawford <cdf@naenae-college.school.nz>
Sent: Monday, 13 June 2022 11:33 am
To: Carline, Paul <Paul.Carline@fireandemergency.nz>
Cc: Megan McCarthy <mh@naenae-college.school.nz>; Allan, Mirren <Mirren.Allan@fireandemergency.nz>
Subject: Re: Monday 10:15?

Thanks Paul,

It's just one class who missed it, so might be easier just to go into the classroom and Megan could have her laptop set up.

How does that sound? Megan could pick you up from reception?

Thanks

Fiona

On Mon, Jun 13, 2022 at 11:17 AM Carline, Paul <Paul.Carline@fireandemergency.nz> wrote:

Hi Megan, I am all set for tomorrow with a fire safety talk for the two, 9(2)(a) classes. I shall be there by 10:05 to set myself up in the hall. Are you able to provide a laptop with access to the large screen in the hall please? I will be showing from You Tube, the Bradford Soccer Stadium Fire in a five minute video clip.

Looking forward to coming tomorrow.

Ngā mihi

Paul Carline.

Advisor Community Readiness and Recovery.

Fire Awareness Practitioner and Fire Wise Ambassador.

Alcohol Impairment Educator.

Trentham Fire Station.

545 Fergusson Drive, Trentham.

Upper Hutt 5018.

Wellington District, Te Upoko.





9(2)a

Paul.Carline@fireandemergency.nz

www.fireandemergency.nz

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From: Megan McCarthy <mh@naenae-college.school.nz>
Sent: Tuesday, 31 May 2022 4:05 pm
To: Fiona Crawford <cdf@naenae-college.school.nz>
Cc: Carline, Paul <Paul.Carline@fireandemergency.nz>
Subject: Re: Monday 10:15?

Thanks, confirming 14th June (Tuesday)

Ngā mihi

Megan McCarthy (*she/her*)

Head of Department of Performing Arts

NAENAE COLLEGE

[]

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Thanks

Fiona

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Cheers Paul.

From: Fiona Crawford <cdf@naenae-college.school.nz>
Sent: Monday, 30 May 2022 12:55 pm
To: Carline, Paul <Paul.Carline@fireandemergency.nz>
Cc: Megan McCarthy <mh@naenae-college.school.nz>
Subject: Re: Monday 10:15?

Sorry Paul, I didn't say the date. Would the 13th work?

Thanks

On Mon, May 30, 2022 at 10:51 AM Fiona Crawford <cdf@naenae-college.school.nz> wrote:

Hi Paul,

Would Monday 10:15 suit you to deliver the fire education programme to the class who missed it?

I have cced in Megan the class teacher so you will also have direct contact should you need it.

Thanks heaps

Fiona

--

Fiona Crawford (*she/her*)

Assistant Principal

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From: [mh](#)
To: [Carline, Paul](#)
Subject: RE: Naenae College. MFA Activations.
Date: Wednesday, 15 June 2022 5:26:51 pm
Attachments: [image004.png](#)

Thank you so much for your time and energy. You guys are the real superheroes of our community.

It was an absolute pleasure to host you.

Sent from my Galaxy

----- Original message -----

From: "Carline, Paul" <Paul.Carline@fireandemergency.nz>
Date: 15/06/22 4:34 pm (GMT+12:00)
To: Megan McCarthy <mh@naenae-college.school.nz>, Fiona Crawford <cdf@naenae-college.school.nz>
Cc: "Allan, Mirren" <Mirren.Allan@fireandemergency.nz>, "Hughes, Gareth" <Gareth.Hughes@fireandemergency.nz>, "Soal, Philip" <Philip.Soal@fireandemergency.nz>
Subject: Naenae College. MFA Activations.

Hi Megan, sorry I missed you the other day at the end of the session. Your students were great to work with. Thank you for allowing me to return and work with the last class. They interacted well and I believe they have taken on board the messages offered especially on operating the fire alarm manual points.

Looking at our records, those Malicious Calls to the college have dropped off. Hopefully this will continue.

I am always available if required. Stay safe.

Ngā mihi

Paul Carline.

Advisor Community Readiness and Recovery.

Fire Awareness Practitioner and Fire Wise Ambassador.

Alcohol Impairment Educator.

Trentham Fire Station.

545 Fergusson Drive, Trentham.

Upper Hutt 5018.

Wellington District, Te Upoko.



Paul.Carline@fireandemergency.nz

www.fireandemergency.nz

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From: [Fiona Crawford](#)
To: [Carline, Paul](#)
Cc: [Megan McCarthy](#); [Allan, Mirren](#); [Hughes, Gareth](#); [Soal, Philip](#)
Subject: Re: Naenae College. MFA Activations.
Date: Wednesday, 15 June 2022 7:53:08 pm
Attachments: [image004.png](#)

Thanks again Paul! Really appreciate the effort!
Long may the ringing of the sirens be silent at Naenae!
Cheers
Fiona

On Wed, Jun 15, 2022 at 4:34 PM Carline, Paul <Paul.Carline@fireandemergency.nz> wrote:

Hi Megan, sorry I missed you the other day at the end of the session. Your students were great to work with. Thank you for allowing me to return and work with the last class. They interacted well and I believe they have taken on board the messages offered especially on operating the fire alarm manual points.

Looking at our records, those Malicious Calls to the college have dropped off. Hopefully this will continue.

I am always available if required. Stay safe.

Ngā mihi

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Alcohol Impairment Educator.

Trentham Fire Station.

545 Fergusson Drive, Trentham.

Upper Hutt 5018.

Wellington District, Te Upoko.



9(2)a

Paul.Carline@fireandemergency.nz

www.fireandemergency.nz

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--

Fiona Crawford *(she/her)*
Assistant Principal

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Phone No: 04 567 7175 Ext: 837

www.naenae-college.school.nz

Instagram pages: nnc_nz and naenaecollege_careers

Facebook Pages: nncolsport and naenae college

Youtube: Naenae College NZ Official

From: [Alex Maehe](#)
To: [FAIP](#)
Subject: Referral: 9(2)(a)
Date: Wednesday, 31 August 2022 12:21:44 pm
Attachments: [FAIP-Referral^{9\(2\)\(a\)}.doc](#)

Kia ora

Please find attached a referral for 9(2)(a)

--

Ngā mihi

Alex Maehe
Acting Principal
NAENAE COLLEGE



910 High Street, Private Box 31-171, Lower Hutt, New Zealand
Phone No: 04 567 7175
Extension internal-only 549
www.naenae-college.school.nz

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FIRE AWARENESS AND INTERVENTION PROGRAMME

REFERRAL FORM

Date: 9(2)a	Time: 9(2)a
Child's Name: 9(2)a	Ethnicity: 9(2)a
Age: 9(2)a	Residence: Home 9(2)a Institution [redacted]
D.O.B: 9(2)a	
Gender: 9(2)a	
Prior incidents attended by Fire and Emergency NZ: 9(2)a	
Parent's Name: 9(2)a (or caregiver) Address: 9(2)a Phone: [redacted]	
Date fire-setting occurred? 9(2)a	Home alone? 9(2)
Where did the fire-setting occur? Home: 9(2)a School: [redacted] Other: (describe) [redacted]	
Details of the fire: What was burnt, extent of damage etc...? 9(2)a	
Why did the fire-setting occur (motivation)? Possibly because 9(2)a	
Any further data? 9(2)a	
Name of person forwarding referral	Phone contact
Alex Maehe	5677 175 ext 549
Title if appropriate	REGION - indicate closest area
Deputy Principal	<ol style="list-style-type: none"> 1. Northland / Auckland 2. Hamilton / Tauranga / Gisborne / Taupo <li style="background-color: yellow;">3. New Plymouth/Napier/ Palmerston Nth / Wgtn 4. Nelson / Christchurch / Timaru / West Coast 5. Oamaru / Dunedin / Queenstown/Invercargill

Please forward by e-mail to FAIP@FireandEmergency.nz

From: 9(2)a
To: [Carline, Paul](#)
Subject: Re:
Date: Thursday, 4 May 2023 9:33:40 pm

The questions are what are your guys Time management punctuality
Task/production deadlines
personal appointment
Break and rest times and care of equipment.

I'm wondering if you can answer them for me ?

On Thu, 4 May 2023, 4:26 pm Carline, Paul, <Paul.Carline@fireandemergency.nz> wrote:

I am happy to answer your questions. Do want to send a list of questions or maybe even have a Microsoft teams meet.

I hope school is going well for you and you are trying your best.

Cheers Paul Carline

Get [Outlook for Android](#)

From: 9(2)a <naenae-college.school.nz>
Sent: Thursday, May 4, 2023 4:21:29 PM
To: Carline, Paul <Paul.Carline@fireandemergency.nz>
Subject:

if you have the time to answer a few questions? 9(2)(a)
The first question is what time management and punctuality, the second one is about task/ production deadlines, the third one is about personal appointments, the fourth one is about break and rest times, and the last one is about the care of equipment.

from 9(2)a



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From: [Tanwen Siencyn](#)
To: [Hailwood, Rochelle](#)
Subject: Re: Naenae College Careers Expo and Subject Selection Evening.
Date: Friday, 26 May 2023 11:56:56 am
Attachments: [image001.png](#)

Thanks for getting back to me Rochelle, totally understand. Yes our 9(2)(a) will be down there on the 7th June. Look forward to meeting you then.

On Thu, May 25, 2023 at 12:20 PM Hailwood, Rochelle
<Rochelle.Hailwood@fireandemergency.nz> wrote:

Kia Ora,

Thank you for your email.

Unfortunately, due to our staffing and resources we are unable to attend this event. All our staff that attend these events are operational firefighters and due to our shift commitments, we can't attend every event. However, we will be in attendance at the Combined College Pathways Expo which I believe NaeNae College is a part of so are happy to engage with students at that event and offer any assistance we can.

Thank you for your understanding.

Rochelle Hailwood

Senior Firefighter

Seaview Fire Station

51 Parkside Road

Lower Hutt 5010



rochelle.hailwood@fireandemergency.nz

From: Tanwen Siencyn <ts@naenae-college.school.nz>

Sent: Monday, 22 May 2023 3:17 pm

To: Out of Scope

To: <Rochelle.Hailwood@fireandemergency.nz>; Out of Scope

Subject: Naenae College Careers Expo and Subject Selection Evening.

Kia Ora Tātou,

We would like to invite you to participate in the Naenae College Careers Expo and Subject Selection Evening.

The Expo will take place on Tuesday the 8th of August from 5 - 7.00pm and will be held at Naenae College assembly hall. We anticipate a good turnout from both students and their whānau, as this event is crucial in helping them make informed decisions about future pathways and careers.

Your participation in this event would be greatly appreciated, as it will allow our students and their whanau to learn more about what you have to offer and the subjects they need to take to pursue their desired careers. We encourage you to bring along interactive resources or any materials that you feel will be helpful in showcasing your organization and its offerings.

If you are interested in participating, please let us know by the 16th of June. We look forward to hearing from you and hope that you will be able to join us for this event.

Ngā Mihi,

Naenae College Careers team

--

Ngā mihi

Tanwen Siencyn

HOD Careers and Transition

NAENAE COLLEGE



910 High Street, Private Box 31-171, Lower Hutt, New Zealand

T: 64-4-920-1518

F: 64-4-567 3009

Instagram pages: nnc_nz and naenaecollege_careers

Facebook Pages: nncolsport and naenae college

Youtube: Naenae College NZ Official

Website: <https://www.naenae-college.school.nz/>



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--

Ngā mihi

Tanwen Siencyn

HOD Careers and Transition

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Facebook Pages: nncolsport and naenae college

Youtube: Naenae College NZ Official

Website: <https://www.naenae-college.school.nz/>

Released under the Official Information Act 1982

From: [Chris Taylor](#)
To: [Carline, Paul](#)
Subject: Re: Naenane College contact for referral forms
Date: Tuesday, 6 June 2023 2:19:32 pm
Attachments: [image004.png](#)
[image003.png](#)

Kia ora Paul

Can we go on Monday the 12th, please? I am halfway through the referral forms and should have them completed and sent by tomorrow. What time frame do you want to spend with each student (9(2)(a))
Chris

On Tue, 6 Jun 2023 at 08:46, Carline, Paul <Paul.Carline@fireandemergency.nz> wrote:

Hi Chris, thank you for your email. Sue Stewart has sent you through the Ahi Kura referral forms.

Dates that I have free at the moment are Friday the 9th June, Monday the 12th June before 1pm. Wednesday the 14th June and Thursday the 15th June. Please let me know what suits. I can send dates for the following week if you wish.

Have enclosed a couple of electronic posters to put up on your social media sites if you wish. One is for free home fire safety visits, another for Ahi Kura.

Some thing you could show your students below if you wish or wait till I give my presentation.

- A person commits an offence if the person knowingly gives or causes to be given to any personnel or brigade any false alarm of fire. (2) A person who commits an offence under this section is liable on conviction,— (a) in the case of an individual, to a term of imprisonment not exceeding 6 months or to a fine not exceeding \$75,000, or both; or (b)

[Fire and Emergency New Zealand Bill - New Zealand Legislation](#)



www.legislation.govt.nz/bill/government/2016/0148/21.0/DLM6888419.html

Was this helpful?

Looking forward to working with your students.

Ngā mihi

Paul Carline.

Advisor Community Readiness and Recovery.

Ahikura Practitioner and Fire Wise Ambassador.

Road Safety Educator.

Trentham Fire Station.

545 Fergusson Drive, Trentham.

Upper Hutt 5018.

Wellington District, Te Upoko.



9(2)a

Paul.Carline@fireandemergency.nz

www.fireandemergency.nz

Ngā uara - Values | **Kia Tika – We do the Right Thing** | **Manaakitanga - We serve and Support** | **Whanaungatanga - We are better together** | **Auahatanga - We Strive to Improve**

From: Chris Taylor <trc@naenae-college.school.nz>
Sent: Friday, 2 June 2023 9:13 am
To: Carline, Paul <Paul.Carline@fireandemergency.nz>
Subject: Naenane College contact for referral forms

--

Ngā mihi

Chris Taylor

Deputy Principal

NAENAE COLLEGE

T: 04 567 7175

Address: 910 High Street, Avalon, Lower Hutt 5011

Instagram pages: [nnc_nz](#) and [naenaecollege_careers](#)

Facebook Pages: [nncolsport](#) and [naenae college](#)

Youtube: [Naenae College NZ Official](#)

Website: <https://www.naenae-college.school.nz/>

www.naenae-college.school.nz




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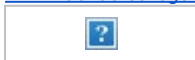
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From: [Chris Taylor](#)
To: [Carline, Paul](#)
Subject: I have attached the  referrals for Monday next week
Date: Wednesday, 7 June 2023 11:57:49 am
Attachments: [SKM_C308-C323060708290.pdf](#)

--

Ngā mihi
Chris Taylor
Deputy Principal
NAENAE COLLEGE
T: 04 567 7175
Address: 910 High Street, Avalon, Lower Hutt 5011
Instagram pages: [nnc_nz](#) and [naenaecollege_careers](#)
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AHIKURA PROGRAMME REFERRAL FORM

Fire and Emergency collects the information in this form to enable you to refer a young person to our Ahikura Programme, and to organise an appropriate intervention. We collect personal information about you including your name, address, and phone number in case we need to contact you about the referral. **Please forward by e-mail to Ahikura@FireandEmergency.nz**

Client's Name ^{9(2)a}		
Date <i>6 May 2023</i>	Ethnicity ^{9(2)a}	
Email of Caregiver		
Age ^{9(2)a}	Residence: ^{9(2)a}	Prior incidents attended by Fire and Emergency NZ
D.O.B ^{9(2)a}	^{9(2)a}	
Gender ^{9(2)a}	^{9(2)a}	
Parent's name: (or caregiver) Address: ^{9(2)a}	^{9(2)a}	
Phone: Email: ^{9(2)a}	^{9(2)a}	
Date fire setting occurred ^{9(2)a}	Home alone <input type="checkbox"/> Yes <input type="checkbox"/> No	Number of previous incidents
Where did the fire-setting occur? <input type="checkbox"/> Home <input checked="" type="checkbox"/> School <input type="checkbox"/> Other: (describe in next box)		
Details of the fire: What was burnt, extent of damage etc...? ^{9(2)a}		
Why did the fire-setting occur (motivation)? <i>?</i>		
Any further data?		
Name of person forwarding referral <i>Chris Taylor</i>	Phone contact and email ^{9(2)a} <i>trc@naunoe-college.school.nz</i>	
Title if appropriate <i>Deputy Principal</i>	REGION - indicate closest area <input type="checkbox"/> Northland / Auckland <input type="checkbox"/> Hamilton / Tauranga / Gisborne / Taupo <input checked="" type="checkbox"/> New Plymouth/Napier/ Palmerston Nth / Wgtn <input type="checkbox"/> Nelson / Christchurch / Timaru / West Coast <input type="checkbox"/> Oamaru / Dunedin / Queenstown/Invercargill	
Previous Ahikura participation ^{9(2)a}		

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Client's Name 9(2)a		
Date 6 June 2023	Ethnicity 9(2)a	
Email of Caregiver		
Age 9(2)a	Residence: 9(2)a	Prior incidents attended by Fire and Emergency NZ
D.O.B 9(2)a	9(2)a	
Gender 9(2)a		
Parent's name: 9(2)a (or caregiver) Address: 9(2)a		
Phone: 9(2)a Email: 9(2)a		
9(2)a	Home alone <input type="checkbox"/> Yes <input type="checkbox"/> No	Number of previous incidents
Where did the fire-setting occur? <input type="checkbox"/> Home <input checked="" type="checkbox"/> School <input type="checkbox"/> Other: (describe in next box)		
Details of the fire: What was burnt, extent of damage etc...? 9(2)a		
Why did the fire-setting occur (motivation)? ?		
Any further data?		
Name of person forwarding referral Chris Taylor	Phone contact and email 9(2)a trec@naenae-college-school.nz	
Title if appropriate Deputy Principal	REGION - indicate closest area <input type="checkbox"/> Northland / Auckland <input type="checkbox"/> Hamilton / Tauranga / Gisborne / Taupo <input checked="" type="checkbox"/> New Plymouth/Napier/ Palmerston Nth / Wgtn <input type="checkbox"/> Nelson / Christchurch / Timaru / West Coast <input type="checkbox"/> Oamaru / Dunedin / Queenstown/Invercargill	
Previous Ahikura participation 9(2)a		

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Client's Name 9(2)a		
Date 6 May 2023	Ethnicity 9(2)a	
Email of Caregiver		
Age 9(2)a	Residence: 9(2)a	Prior incidents attended by Fire and Emergency NZ
D.O.B 9(2)a	9(2)a	
Gender 9(2)a	9(2)a	
Parent's name: (or caregiver)	9(2)a	
Address:	9(2)a	
Phone:	9(2)a	
Email:	9(2)a	
Date fire setting occurred	Home alone <input type="checkbox"/> Yes <input type="checkbox"/> No	Number of previous incidents
Where did the fire-setting occur? <input type="checkbox"/> Home <input checked="" type="checkbox"/> School <input type="checkbox"/> Other: (describe in next box)		
Details of the fire: What was burnt, extent of damage etc...? 9(2)a		
Why did the fire-setting occur (motivation)? 9(2)a		
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Name of person forwarding referral Chris Taylor	Phone contact and email 9(2)a	trc@naenge-college.school.nz
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Previous Ahikura participation 9(2)a		

From: [Nic Richards](#)
To: [Bristow, Grant](#)
Subject: Please redirect your inquiry RE: Aerial Drone Flights Attn: Janette Melrose
Date: Tuesday, 22 August 2023 2:58:38 pm

Kia ora

My role as Principal of Naenae College has concluded and I am now on leave until 16 July. This email address is no longer active. To contact Naenae College administration please email admin@naenae-college.school.nz and in the case of an emergency, please call the college directly.

To contact me in my new role as Principal of Westland High School from 17 July, please use the following email: office@westlandhigh.school.nz

Ngā mihi
Nic Richards

--

Nic Richards
Principal
NAENAE COLLEGE

910 High Street, Private Box 31-171, Lower Hutt, New Zealand
T: 64-4-920-1518
F: 64-4-567 3009

Instagram: [nnc_nz](#)

Instagram pages: [nnc_nz](#) and [naenaecollege_careers](#)

Facebook Pages: [nncolsport](#) and [naenae college](#)

Youtube: [Naenae College NZ Official](#)

Website: <https://www.naenae-college.school.nz/>

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From: tyc@naenae-college.school.nz on behalf of [Lisa Cameron](#)
To: [Bristow, Grant](#)
Subject: Fwd: FW: Aerial Drone Flights Attn: The Principal
Date: Wednesday, 23 August 2023 9:29:04 am
Attachments: [image001.png](#)
[drone flights.docx](#)

Kia ora Grant

I see no problems in this event happening on Sunday.
Can I please confirm the actual date Sunday 24 August?

Kind regards
Trish Crowley
Principal's PA

----- Forwarded message -----

From: **Bristow, Grant** <Grant.Bristow@fireandemergency.nz>
Date: Tue, Aug 22, 2023 at 3:10 PM
Subject: FW: Aerial Drone Flights Attn: The Principal
To: admin@naenae-college.school.nz <admin@naenae-college.school.nz>

Good afternoon,

Please find attached letter requesting the possibility of a drone flight over your school site. Apologies that this is still addressed to outgoing principal Nic Richards.. Any questions please refer to the letter or feel free to give me a call on the numbers below.

Kind Regards,

Grant Bristow

Station Officer

Seaview Station

Hutt/ Wellington District

Ph. 9(2)(a)

Cell. 9(2)a



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Admin
Naenae College
910 High Street
Avalon
Lower Hutt 5011

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19 August 2023

Naenae College
910 High Street,
Avalon
Lower Hutt 5011

Attn: Nic Richards

Re. Unmanned Aircraft (Drone) Flights

Good afternoon Nic,

My name is Grant Bristow and I am an Operational Officer for Fire and Emergency New Zealand based here in Lower Hutt, with my day-to-day activities run usually from Seaview Fire Station in the Seaview industrial area.

Part of my job is also involvement with our local Unmanned Aircraft Systems, (UAS), or drones as most will know them by. One of our roles is to conduct aerial mapping of sites such as yours for prior intelligence gathering purposes should the worst-case scenario ever happen. The survey would involve the collection of imagery by the Unmanned Aircraft and would only be used for the purpose for which it is collected.

All Fire and Emergency New Zealand UAS operations are conducted under the authority of a Part 102 Unmanned Aircraft Operator Certificate issued by the Civil Aviation Authority of New Zealand. Fire and Emergency New Zealand pilots hold a current pilot certificate for this particular discipline.

Given this information, would you and your friendly staff be happy for us to conduct flights at a time and day appropriate to yourselves in order to gain this imagery? At this stage, we would hopefully be looking at a Sunday when there would be no/ very few people on the school grounds, (weather permitting). This helps with our compliance as well as providing a better safety buffer should any issues arise with the craft.

If requested, we can also provide you with a usb drive of 2D footage of your school.

I'm happy to discuss this further should you have any questions or queries and can be contacted during the day on cell. 9(2)a [REDACTED]

Kind Regards,

Grant Bristow

Station Officer

Seaview Fire Station
51 Parkside Road
Seaview
Lower Hutt

From: tyc@naenae-college.school.nz on behalf of [Admin Account](#)
To: [Bristow, Grant](#)
Subject: Re: Aerial Drone Flights
Date: Sunday, 17 September 2023 4:47:16 pm
Attachments: [image001.png](#)
[image001.png](#)

Hi Grant - thanks for letting us know. Hopefully the weather will get bettr soon.

The Principal has asked if it is possible to get a copy of a aerial view of the school for our records. Would this be possible?

Regards
Trish Crowley
Principal's PA

On Fri, Sep 15, 2023 at 3:37 PM Bristow, Grant <Grant.Bristow@fireandemergency.nz> wrote:

Good Afternoon,

Sorry for any delay in getting back to you.

Just a courtesy email to let you know that the Drone (UAS) flights will weather permitting be occurring over the next few weeks as mentioned earlier. Should you have any problems or questions, please don't hesitate to get in touch.

Kind Regards,

Grant Bristow

Station Officer

Seaview Station

Hutt/ Wellington District

Ph. **9(2)(a)**

Cell. **9(2)a**





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--

Admin
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910 High Street
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Lower Hutt 5011

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