



**Combined Board of Trustees
Westbridge Residential School and
Halswell Residential College**



**RESPONSE TO ALLEGATIONS OF
HISTORIC ABUSE POLICY**

Allegations of historical abuse may be lodged directly by ngā ākonga, or via non-legal support workers or via legal representation by telephone, email, letter, or face to face.

1. Staff receiving information relating to allegations of historical abuse should refer the claimant to the Executive Officers of either school, Board Chair or Board Secretary.
2. The Board will refer the allegations to the schools' legal counsel.
3. Regardless of how the allegation is lodged, the person in receipt of the initial notification will use the following script.

Thank you for raising these issues. We take them extremely seriously and we are sorry to hear this. In the first instance we ask that you contact our lawyer, Mr Ben Walker. At this stage, Mr Walker will simply collate the information you provide and will then relay it to us. He will then be in contact with you again to advise how matters will proceed from there. We can assure you that Mr Walker will not be taking an adversarial approach. He is very personable and will receive your call with empathy. His contact number is 022 325 4106. Email is ben.walker@canterburychambers.co.nz.

4. The person in receipt of the notification will advise the Executive Officer at the administrative school of the complaint received.
5. The Executive Officer will advise the schools' insurer of the allegation.
6. On reviewing the case, the lawyer will advise the Board how to proceed.

Prepared by: The Combined Board of Trustees 8 March 2024

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