



POLICY ON DEATH

A Subsidiary Legislation of the School Constitution



Subsidiary Legislation

(Pursuance of Chapter 10 of the School Constitution)

POLICY ON DEATH

PART 1: INTRODUCTION

Guideline policy on death when it affects any of the school board members, staff, students and immediate members of their families or guardian

PART 2: DEFINITION

In this policy unless the context otherwise requires;

“**Board Member**” Means a person who is currently serving as a member of the Board of Management of Arnon Atomea Provincial Secondary School.

“**Staff**” Means a teacher, an employee of the school who is currently being posted of Management of Arnon Atomea PSS.

“**Student**” means a pupil who is entrolled at Arnon Atomea PSS from pre-class to form 7.

“**Member of Family**” means the immediate member of a family which includes; father, mother, brother, sister and child (ren) and does not include extended family members (uncles, aunties, grannies etc..)

PART 3: SCHOOL PRESPONSIBILITY TO BOARD MEMBERS, STAFF AND STUDENTS FROM CATCHMENT AREA

Whenever a board member, staff or a student of Arnon Atomea School dies, the school has the following responsibilities to;

- a) Assisting in meeting the cost of a coffin for the deceased
- b) Assist in in cost of transporting the deceased to his/her home village
- c) Assist food or cash according to the status, with regards to food it shall be;
 - Board members and staff - \$500
 - Students - \$300
 - Or any amount the accounting officer will prescribe.

PART 4: SCHOOL RESPONSIBILITY TO BOARD MEMBERS, STAFF AND STUDENTS BEYOND CATCHMENT AREA OR OTHER PARTS OF MALAITA PROVINCE OR OTHER PROVINCE.

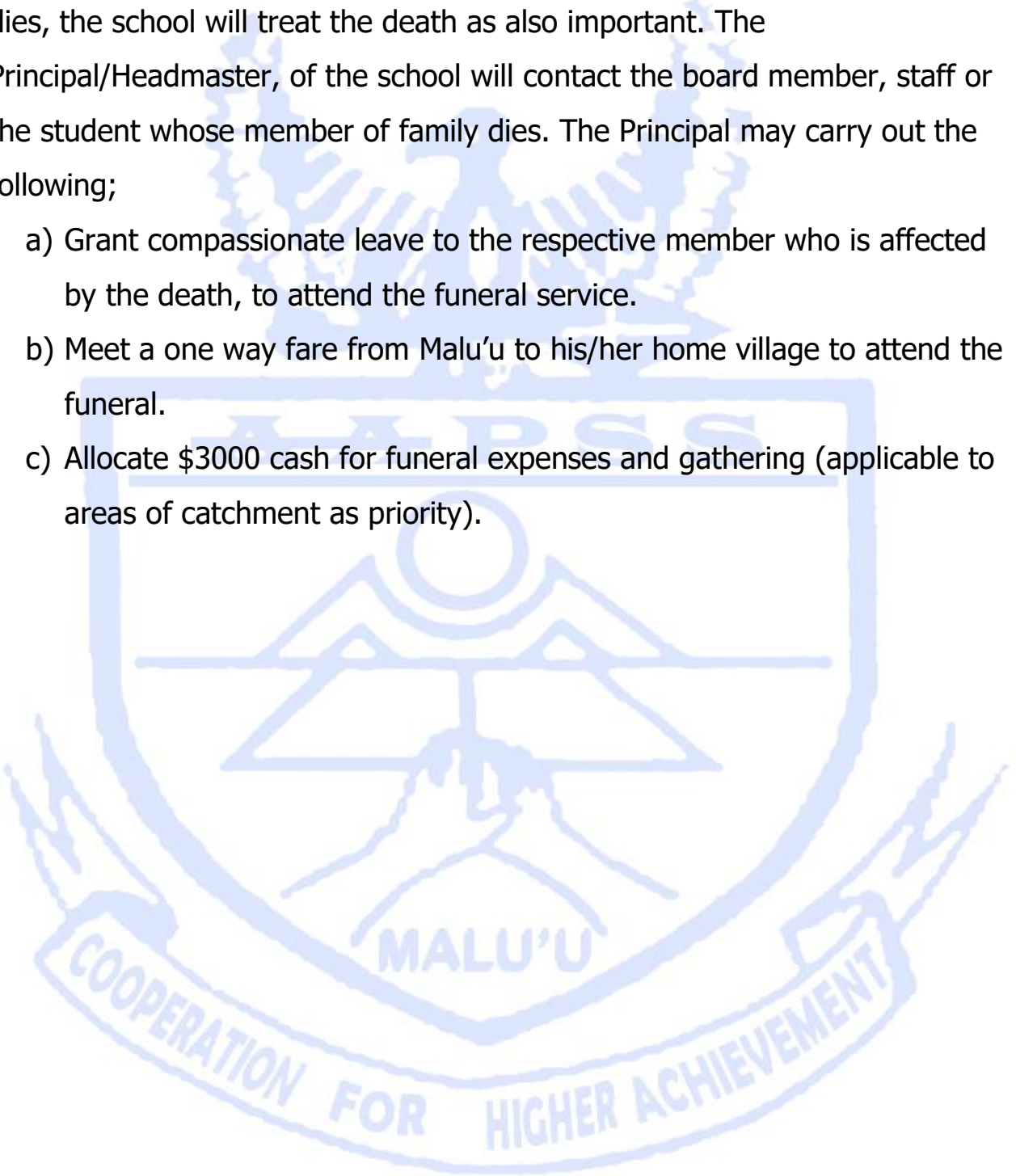
Whenever a Board Member, Staff or Student from beyond the catchment or other parts of Malaita Province or other province who is a member of Arnon Atomea Provincial Secondary School dies, the school has the following responsibilities to do:

- a) Assist in meeting the cost of a coffin for the deceased
- b) Assist in transportation of the deceased to his/her village.
- c) An authorized person has to company the deceased on behalf of the school.
- d) In case of a staff that dies, the family and belongings has to be transported whether at the same time or later.

PART 5: MEMBERS OF FAMILY AND GUARDIAN

If any family member of a current Board Member, Staff Member, or a student dies, the school will treat the death as also important. The Principal/Headmaster, of the school will contact the board member, staff or the student whose member of family dies. The Principal may carry out the following;

- a) Grant compassionate leave to the respective member who is affected by the death, to attend the funeral service.
- b) Meet a one way fare from Malu'u to his/her home village to attend the funeral.
- c) Allocate \$3000 cash for funeral expenses and gathering (applicable to areas of catchment as priority).



PART 6: MISCELLANEOUS

- 1) Every death that affects the school, a service message of condolence must be sent through SIBC or by an official letter to the relative from the school board and management of Arnon Atomea PSS.
- 2) All expenditure of death cases must be done according to affordability.
- 3) Any escorting or accompanying person with any decreased must be authorized by the chairman and funds to be allocated to get the person back to Malu'u.
- 4) Death expense fund to be established to accommodate this policy,
- 5) The Principal to find out the authorities such as Malaita Province, Ministry of Education, National Members whether they can assist in providing capital fund to start with.
- 6) Any death that happens within Malu'u River and Mathaua River, there shall be at least one day off from school as show of respect. However, the Principal shall have the authority to determine any extra day off.

PART 7: ADOPTATION OF THE POLICY

This policy was adopted as a subsidiary legislation of the School Constitution at a Board Meeting duly convened at the School on the **16th** day of **April** 2018.

