



- 2 SEP 2019

Dear [REDACTED]

Thank you for your email of 3 July 2019 to the Ministry of Education requesting the following information:

1. *Any and all communications and documents pertaining to Samuel Marsden Collegiate School's endeavours to turn their Whitby campus into a state-integrated school.*
2. *Any and all communications and documents pertaining to Samuel Marsden Collegiate School's endeavours to turn their Karori campus into a state-integrated school.*
3. *Any documents filed with the Ministry regarding the proposed closure of Samuel Marsden Collegiate School's Whitby campus.*

Your request has been considered under the Official Information Act 1982 (the Act).

At the time of your request we had not received any communications or documents relating to applications from Samuel Marsden Collegiate School to turn the Whitby campus into a state-integrated school. Therefore, I am refusing parts one and two of your request under section 18(e) of the Act, as the documents alleged to contain the information requested does not exist.

I am providing you with 19 emails relating to the Samuel Marsden Whitby's decision to close. My decisions on the release of these emails are outlined in the document table attached as **Appendix A**.

Where information has been withheld from the emails it has been made under sections 9(2)(a) of the Act, to protect the privacy of natural persons, and 9(2)(f)(iv) of the Act, to maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials.

As required under section 9(1) of the Act, I have had regard to the public interest considerations favouring the release of the information withheld. I do not consider the public interest considerations favouring the release of this information are sufficient to outweigh the need to withhold it at this time.

Please note, the Ministry now proactively publishes OIA responses on our website. As such, we may publish this response on our website after five working days. Your name and contact details will be removed.

Thank you again for your email. You have the right to ask an Ombudsman to review this decision. You can do this by writing to info@ombudsman.parliament.nz or Office of the Ombudsman, PO Box 10152, Wellington 6143.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Katrina Casey', written over a horizontal line.

Katrina Casey
Deputy Secretary
Sector Enablement and Support

cc Erika Ross, Director of Education for Wellington

Appendix A

Email #	Date	Email Title	Decision on email
1	1 Jul 19	Re: Samuel Marsden Whitby	Release in full.
2	1 Jul 19	Re: Samuel Marsden Whitby	Release in full.
3	1 Jul 19	Samuel Marsden Whitby school closure	Release in full.
4	2 Jul 19	Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY	Release in part. Information has been withheld under section 9(2)(a) of the Act.
5	2 Jul 19	Samuel Marsden Collegiate School Dot Map	Release in part. Information has been withheld under section 9(2)(a) of the Act.
6	2 Jul 19	RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY	Release in part. Information has been withheld under section 9(2)(a) of the Act.
7	2 Jul 19	RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY	Release in part. Information has been withheld under sections 9(2)(a) and 9(2)(f)(iv) of the Act.
8	2 Jul 19	Samuel Marsden.docx	Release in part. Information has been withheld under section 9(2)(a) of the Act.
9	2 Jul 19	FW: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY	Release in part. Information has been withheld under section 9(2)(a) of the Act.
10	2 Jul 19	RE: Whitby Samuel Marsden	Release in part. Information has been withheld under section 9(2)(a) of the Act.
11	2 Jul 19	RE: Media Points	Release in part. Information has been withheld under section 9(2)(a) of the Act.
12	2 Jul 19	FW: Samuel Marsden media query-bullets due 2.30	Release in part. Information has been withheld under section 9(2)(a) of the Act.

Email #	Date	Email Title	Decision on email
13	2 Jul 19	RE: 1198345 - CE direct reply - Umbers - Marsden Whitby closure - due 16/07	Release in part. Information has been withheld under section 9(2)(a) of the Act.
14	2 Jul 19	Samuel Marsden letter	Release in full.
15	3 Jul 19	RE: Samuel Marsden letter	Release in part. Information has been withheld under section 9(2)(a) of the Act
16	3 Jul 19	RE: Samuel Marsden site Whitby	Release in part. Information has been withheld under section 9(2)(a) of the Act
17	3 Jul 19	Re: SMW Closure	Release in part. Information has been withheld under section 9(2)(a) of the Act
18	3 Jul 19	Samuel Marsden response	Release in full.
19	3 Jul 19	RE: Samuel Marsden response	Release in part. Information has been withheld under section 9(2)(a) of the Act



- 2 SEP 2019



Dear 

Thank you for your email of 3 July 2019 to the Ministry of Education requesting the following information:

1. *Please provide copies of any official information held by your agency in relation to the pending closure of Samuel Marsden School Whitby.*
2. *This includes any report, email, document, notes, transcripts or other medium that may have been received or corresponded with regarding this matter.*
3. *This also includes any activity by the Ministry of Education to oversee the running of Samuel Marsden School Whitby including assurance reporting and financial statements.*

Your request has been considered under the Official Information Act 1982 (the Act).

I am providing you with 19 emails relating to the Samuel Marsden Whitby's decision to close. My decisions on the release of these emails are outlined in the document table attached as **Appendix A**.

Where information has been withheld from the emails it has been made under sections 9(2)(a) of the Act, to protect the privacy of natural persons, and 9(2)(f)(iv) of the Act, to maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials.

As required under section 9(1) of the Act, I have had regard to the public interest considerations favouring the release of the information withheld. I do not consider the public interest considerations favouring the release of this information are sufficient to outweigh the need to withhold it at this time.

Please note, the Ministry now proactively publishes OIA responses on our website. As such, we may publish this response on our website after five working days. Your name and contact details will be removed.

Thank you again for your email. You have the right to ask an Ombudsman to review this decision. You can do this by writing to info@ombudsman.parliament.nz or Office of the Ombudsman, PO Box 10152, Wellington 6143.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Katrina', with a long, sweeping horizontal stroke extending to the right.

Katrina Casey
Deputy Secretary
Sector Enablement and Support

cc Erika Ross, Director of Education for Wellington

Appendix A

Email #	Date	Email Title	Decision on email
1	1 Jul 19	Re: Samuel Marsden Whitby	Release in full.
2	1 Jul 19	Re: Samuel Marsden Whitby	Release in full.
3	1 Jul 19	Samuel Marsden Whitby school closure	Release in full.
4	2 Jul 19	Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY	Release in part. Information has been withheld under section 9(2)(a) of the Act.
5	2 Jul 19	Samuel Marsden Collegiate School Dot Map	Release in part. Information has been withheld under section 9(2)(a) of the Act.
6	2 Jul 19	RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY	Release in part. Information has been withheld under section 9(2)(a) of the Act.
7	2 Jul 19	RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY	Release in part. Information has been withheld under sections 9(2)(a) and 9(2)(f)(iv) of the Act.
8	2 Jul 19	Samuel Marsden.docx	Release in part. Information has been withheld under section 9(2)(a) of the Act.
9	2 Jul 19	FW: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY	Release in part. Information has been withheld under section 9(2)(a) of the Act.
10	2 Jul 19	RE: Whitby Samuel Marsden	Release in part. Information has been withheld under section 9(2)(a) of the Act.
11	2 Jul 19	RE: Media Points	Release in part. Information has been withheld under section 9(2)(a) of the Act.
12	2 Jul 19	FW: Samuel Marsden media query-bullets due 2.30	Release in part. Information has been withheld under section 9(2)(a) of the Act.

Email #	Date	Email Title	Decision on email
13	2 Jul 19	RE: 1198345 - CE direct reply - Umbers - Marsden Whitby closure - due 16/07	Release in part. Information has been withheld under section 9(2)(a) of the Act.
14	2 Jul 19	Samuel Marsden letter	Release in full.
15	3 Jul 19	RE: Samuel Marsden letter	Release in part. Information has been withheld under section 9(2)(a) of the Act
16	3 Jul 19	RE: Samuel Marsden site Whitby	Release in part. Information has been withheld under section 9(2)(a) of the Act
17	3 Jul 19	Re: SMW Closure	Release in part. Information has been withheld under section 9(2)(a) of the Act
18	3 Jul 19	Samuel Marsden response	Release in full.
19	3 Jul 19	RE: Samuel Marsden response	Release in part. Information has been withheld under section 9(2)(a) of the Act



- 2 SEP 2019

Dear [REDACTED]

Thank you for your email of 3 July 2019 to the Ministry of Education requesting the following information:

1. *Can you please confirm if Samuel Marsden Collegiate, including component schools, has applied for state integration within the last 5 years.*
2. *If so can you please advise:*
 1. *How many applications have been made*
3. *For each application can you please advise:*
 1. *When the application was submitted*
 2. *What were the reasons for the application*
 3. *When a response was provided*
 4. *What the response was*
 5. *What were the reasons for the response.*

Your request has been considered under the Official Information Act 1982 (the Act).

I can confirm that at the time of your request there had been no applications for state integration made by Samuel Marsden Collegiate, including component schools, in the last five years.

I am providing you with 19 emails relating to the Samuel Marsden Whitby's decision to close. My decisions on the release of these emails are outlined in the document table attached as **Appendix A**.

Where information has been withheld from the emails it has been made under sections 9(2)(a) of the Act, to protect the privacy of natural persons, and 9(2)(f)(iv) of the Act, to maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials.

As required under section 9(1) of the Act, I have had regard to the public interest considerations favouring the release of the information withheld. I do not consider the public interest considerations favouring the release of this information are sufficient to outweigh the need to withhold it at this time.

Please note, the Ministry now proactively publishes OIA responses on our website. As such, we may publish this response on our website after five working days. Your name and contact details will be removed.

Thank you again for your email. You have the right to ask an Ombudsman to review this decision. You can do this by writing to info@ombudsman.parliament.nz or Office of the Ombudsman, PO Box 10152, Wellington 6143.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Katrina Casey', written over the printed name and title.

Katrina Casey
Deputy Secretary
Sector Enablement and Support

cc Erika Ross, Director of Education for Wellington

Appendix A

Email #	Date	Email Title	Decision on email
1	1 Jul 19	Re: Samuel Marsden Whitby	Release in full.
2	1 Jul 19	Re: Samuel Marsden Whitby	Release in full.
3	1 Jul 19	Samuel Marsden Whitby school closure	Release in full.
4	2 Jul 19	Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY	Release in part. Information has been withheld under section 9(2)(a) of the Act.
5	2 Jul 19	Samuel Marsden Collegiate School Dot Map	Release in part. Information has been withheld under section 9(2)(a) of the Act.
6	2 Jul 19	RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY	Release in part. Information has been withheld under section 9(2)(a) of the Act.
7	2 Jul 19	RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY	Release in part. Information has been withheld under sections 9(2)(a) and 9(2)(f)(iv) of the Act.
8	2 Jul 19	Samuel Marsden.docx	Release in part. Information has been withheld under section 9(2)(a) of the Act.
9	2 Jul 19	FW: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY	Release in part. Information has been withheld under section 9(2)(a) of the Act.
10	2 Jul 19	RE: Whitby Samuel Marsden	Release in part. Information has been withheld under section 9(2)(a) of the Act.
11	2 Jul 19	RE: Media Points	Release in part. Information has been withheld under section 9(2)(a) of the Act.
12	2 Jul 19	FW: Samuel Marsden media query-bullets due 2.30	Release in part. Information has been withheld under section 9(2)(a) of the Act.

Email #	Date	Email Title	Decision on email
13	2 Jul 19	RE: 1198345 - CE direct reply - Umbers - Marsden Whitby closure - due 16/07	Release in part. Information has been withheld under section 9(2)(a) of the Act.
14	2 Jul 19	Samuel Marsden letter	Release in full.
15	3 Jul 19	RE: Samuel Marsden letter	Release in part. Information has been withheld under section 9(2)(a) of the Act
16	3 Jul 19	RE: Samuel Marsden site Whitby	Release in part. Information has been withheld under section 9(2)(a) of the Act
17	3 Jul 19	Re: SMW Closure	Release in part. Information has been withheld under section 9(2)(a) of the Act
18	3 Jul 19	Samuel Marsden response	Release in full.
19	3 Jul 19	RE: Samuel Marsden response	Release in part. Information has been withheld under section 9(2)(a) of the Act

From: [Erika Ross](#)
To: [Kayne Good](#)
Subject: Re: Samuel Marsden Whitby
Date: Monday, 1 July 2019 7:50:36 p.m.

That's a big move - will it impact on the rolls if local schools?

Sent from my Samsung Galaxy smartphone.

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

From: Kayne Good <Kayne.Good@education.govt.nz>
Date: 1/07/19 6:48 PM (GMT+12:00)
To: Erika Ross <Erika.Ross@education.govt.nz>, Jim Greening
<Jim.Greening@education.govt.nz>, Lisa Rangiaho <Lisa.Rangiaho@education.govt.nz>
Subject: Samuel Marsden Whitby

FYI - Samuel Marsden announced today that at the end of the year they will be closing the Whitby campus.

This has no effect on the Karori site. The release doesn't indicate if Karori will be going co-Ed.

Kayne

Sent from my iPhone

Released under the Official Information Act 1982

From: [Lisa Rangiaho](#)
To: [Kayne Good](#); [Erika Ross](#); [Jim Greening](#)
Subject: Re: Samuel Marsden Whitby
Date: Monday, 1 July 2019 8:44:05 p.m.

Thanks Kayne the announcement is getting lots of interest on social media

Sent from my Samsung Galaxy smartphone.

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

From: Kayne Good <Kayne.Good@education.govt.nz>
Date: 1/07/19 6:48 PM (GMT+12:00)
To: Erika Ross <Erika.Ross@education.govt.nz>, Jim Greening
<Jim.Greening@education.govt.nz>, Lisa Rangiaho <Lisa.Rangiaho@education.govt.nz>
Subject: Samuel Marsden Whitby

FYI - Samuel Marsden announced today that at the end of the year they will be closing the Whitby campus.

This has no effect on the Karori site. The release doesn't indicate if Karori will be going co-Ed.

Kayne

Sent from my iPhone

From: [Shirley Wilson](#)
To: [Kayne Good](#)
Subject: Samuel Marsden Whitby school closure
Date: Monday, 1 July 2019 11:08:10 p.m.

Hi Kayne,

Did you know of this! Sorry I have closed down my work email tonight.

<https://www.marsden.school.nz/about/news/2019/july/whitby-school-closure/>

Shirley Wilson

--

Sent from Gmail mobile

Released under the Official Information Act 1982

From: [Erika Ross](#)
To: [Kayne Good](#); [Andrea Williams](#); [Jim Greening](#)
Subject: Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY
Date: Tuesday, 2 July 2019 7:02:40 a.m.
Attachments: [MoE.pdf](#)
[ATT00001.htm](#)

Can we discuss first thing please
Erika

Sent from my Samsung Galaxy smartphone.

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

From: Katrina Casey <Katrina.Casey@education.govt.nz>
Date: 2/07/19 6:59 AM (GMT+12:00)
To: Erika Ross <Erika.Ross@education.govt.nz>, Vincent Fallon <Vincent.Fallon@education.govt.nz>, Philippa Pidd <Philippa.Pidd@education.govt.nz>, Jann Marshall <Jann.Marshall@education.govt.nz>
Cc: Holly Busby <Holly.Busby@education.govt.nz>
Subject: Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Erika

Can you please follow up with the school re any assistance they need.

Vince/Philippa can you please work with Erika on a response for Iona and re any other action we need to take.

Thanks

Katrina

Katrina Casey
Deputy Secretary
Sector Enablement & Support

Begin forwarded message:

From: Peter Wood <Peter.Wood@education.govt.nz>
Date: 1 July 2019 at 9:37:50 pm NZST
To: Katrina Casey <Katrina.Casey@education.govt.nz>, Sophie Wilson <Sophie.Wilson@education.govt.nz>
Subject: Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

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

From: Inge Doig <inge.doig@marsden.school.nz>

Date: 1/07/19 8:40 PM (GMT+12:00)

To: Peter Wood <Peter.Wood@education.govt.nz>

Subject: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Please refer to the attached, regards

Inge Doig

Marketing & Communications

P: +64 4 476 8792 Ext ^{9(2)(a)}

M: ^{9(2)(a)}

[Enrolment information and online application form](#)

Please note I work Mon - Thurs, 9.00am - 2.45pm, please call my mobile outside of these hours.



SAMUEL MARSDEN COLLEGIATE SCHOOL

Phone +64 4 476 8707

Fax +64 4 939 8934

Marsden Avenue, Karori

www.marsden.school.nz

Email disclaimer: This email and any attachments are confidential. If you are not the intended recipient, do not copy, disclose or use the contents in any way. If you receive this message in error, please let us know by return email and then destroy the message. Samuel Marsden Collegiate School is not responsible for any changes made to this message and/or any attachments after sending.



**SAMUEL
MARSDEN**
COLLEGIATE SCHOOL

**To the Secretary – Iona Holsted
Ministry of Education**

Mātauranga House
Level 1
33 Bowen Street
Wellington 6011

1 July 2019

Closure of Samuel Marsden Collegiate School Whitby

It is with sadness that I am officially notifying you that the Samuel Marsden Collegiate School Trust Board has made the difficult decision to close Samuel Marsden Collegiate School Whitby at the end of the 2019 school year.

School details:

Samuel Marsden Collegiate School Whitby - MoE number 546

Type: Independent School, co-ed Years 7-13

2 Starboard Lane

Whitby, Porirua City

Phone: 04 234 1070

Chair of Marsden Trust Board

Susan Elliott

Chair of Marsden Management Board

Cheryl Middelkoop

Principal

Narelle Umbers

Director of Marsden Whitby

Anne Winnall

The last day of school will be Friday 6 December 2019 for students and Tuesday 10 December for staff.

As at today's date we have 75 girls and 95 boys attending Marsden School in Whitby.

The future of the school was looked at very carefully, with options explored to keep it open, however it is not financially viable to keep it open beyond this year.

This is an extremely difficult time for our Whitby School community. We are focused on supporting our students, families and staff and we are helping students and their families with their schooling choices and transitioning for next year.

We notified our Whitby community of this on 1 July, including staff, parents, students and the ISEA.

This decision has **no** impact on Samuel Marsden Collegiate School in Karori. All girls at Whitby have been given the option to transfer to Karori. The boys will be assisted with their schooling choices and transitioning for next year.

Schooling at Whitby will continue as normal until the end of the 2019 school year, up to and including 6 December 2019.

The positions of all Marsden Whitby staff members will be disestablished on 10 December 2019. We will be consulting with staff around potential redeployment opportunities. In the event that we are unable to provide suitable redeployment, staff will be made redundant on 10 December 2019 and they will receive redundancy payments and their other contractual entitlements.

We wish to thank you for your support of the School.

If you have any questions or if we are required to provide further details or complete any paperwork please get in touch with me on 476 8792 Ext828, or Academic Director Margaret Adeane on 476 8792 Ext821. Please direct any queries from the public to us.

Yours sincerely



Ms Narelle Umbers
PRINCIPAL

From: [Jeena Baines](#)
To: [Jim Greening](#); [Kayne Good](#)
Subject: Samuel Marsden Collegiate School Dot Map
Date: Tuesday, 2 July 2019 8:14:45 a.m.
Attachments: [SamuelMarsdenCollegiateSchoolSDJuly18.png](#)
[image001.png](#)

Thought that this may be useful as an indication of student location

Jeena Baines | Network Analyst | Wellington Region
DDI 9(2)(a) [REDACTED]
19 Market Grove, Lower Hutt

education.govt.nz

*We shape an education system that delivers equitable and excellent outcomes
He mea tarai e matou te matauranga kia rangatira ai, kia mana taurite ai ona huanga*



Released under the Official Information Act 1982

From: [Philippa Pidd](#)
To: [Erika Ross](#)
Cc: [Vincent Fallon](#); [Jann Marshall](#); [Kayne Good](#); [Jim Greening](#); [Andrea Williams](#)
Subject: RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY
Date: Tuesday, 2 July 2019 9:13:45 a.m.

Thanks Erika

I can see from the website that the girls will be offered a place at Karori campus (although I'm sure not all will opt for that as its quite a way to travel).

That leaves 97 boys and a few of the 79 girls to find places for.

P

Philippa Pidd | Manager, Education Network
 DDI 9(2)(a) | Mobile 9(2)(a)

From: Erika Ross
Sent: Tuesday, 2 July 2019 8:44 AM
To: Vincent Fallon <Vincent.Fallon@education.govt.nz>; Philippa Pidd <Philippa.Pidd@education.govt.nz>; Jann Marshall <Jann.Marshall@education.govt.nz>; Kayne Good <Kayne.Good@education.govt.nz>; Jim Greening <Jim.Greening@education.govt.nz>; Andrea Williams <Andrea.Williams@education.govt.nz>
Subject: RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Just letting you know what we are doing:

Kayne is looking at the dot map so we can see where the students live and which schools they may potentially enrol – he will work with you Philippa and Vincent on this. Many of our public schools in that area have big numbers and there are not really any private options for boys other than Scots

Jim has called the school – the Director is meeting with staff and then with the Board but will call him back as soon as she can. Jim will let her know we are pulling the dot map and schools options together. Also offer one of our LS staff to meet with staff about how they might support the transition for their students and staff.

We will send through an update as soon as we have made contact with the Director

Anything else people can think of?

Erika Ross | Director of Education | SE&S
 DDI 9(2)(a) | Mobile 9(2)(a)

From: Katrina Casey
Sent: Tuesday, 2 July 2019 6:59 a.m.
To: Erika Ross <Erika.Ross@education.govt.nz>; Vincent Fallon <Vincent.Fallon@education.govt.nz>; Philippa Pidd <Philippa.Pidd@education.govt.nz>; Jann Marshall <Jann.Marshall@education.govt.nz>
Cc: Holly Busby <Holly.Busby@education.govt.nz>

Subject: Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Erika

Can you please follow up with the school re any assistance they need.

Vince/Philippa can you please work with Erika on a response for Iona and re any other action we need to take.

Thanks

Katrina

Katrina Casey
Deputy Secretary
Sector Enablement & Support

Begin forwarded message:

From: Peter Wood <Peter.Wood@education.govt.nz>
Date: 1 July 2019 at 9:37:50 pm NZST
To: Katrina Casey <Katrina.Casey@education.govt.nz>, Sophie Wilson <Sophie.Wilson@education.govt.nz>
Subject: Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

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

From: Inge Doig <inge.doig@marsden.school.nz>
Date: 1/07/19 8:40 PM (GMT+12:00)
To: Peter Wood <Peter.Wood@education.govt.nz>
Subject: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Please refer to the attached, regards

Inge Doig

Marketing & Communications

P: +64 4 476 8792 Ext 912(a)

M: 9(2)(a)

[Enrolment information and online application form](#)

Please note I work Mon - Thurs, 9.00am - 2.45pm, please call my mobile outside of these hours.



SAMUEL MARSDEN COLLEGIATE SCHOOL

Phone +64 4 476 8707

Fax +64 4 939 8934

Marsden Avenue, Karori

www.marsden.school.nz

Email disclaimer: This email and any attachments are confidential. If you are not the intended

recipient, do not copy, disclose or use the contents in any way. If you receive this message in error, please let us know by return email and then destroy the message. Samuel Marsden Collegiate School is not responsible for any changes made to this message and/or any attachments after sending.

Released under the Official Information Act 1982

From: [Philippa Pidd](#)
To: [Kayne Good](#); [Erika Ross](#)
Cc: [Vincent Fallon](#); [Jann Marshall](#); [Jim Greening](#); [Andrea Williams](#)
Subject: RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY
Date: Tuesday, 2 July 2019 10:13:54 a.m.
Attachments: [image001.jpg](#)

9(2)(f)(iv)

[REDACTED]

[REDACTED]

[REDACTED]

We can keep you posted re the announcements.

Philippa Pidd | Manager, Education Network
DDI 9(2)(a) [REDACTED] | Mobile 9(2)(a) [REDACTED]

From: Kayne Good
Sent: Tuesday, 2 July 2019 10:00 AM
To: Philippa Pidd <Philippa.Pidd@education.govt.nz>; Erika Ross <Erika.Ross@education.govt.nz>
Cc: Vincent Fallon <Vincent.Fallon@education.govt.nz>; Jann Marshall <Jann.Marshall@education.govt.nz>; Jim Greening <Jim.Greening@education.govt.nz>; Andrea Williams <Andrea.Williams@education.govt.nz>
Subject: RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Hi Philippa and Vince.

We've received a call this morning from the principal of Discovery School in Whitby. She's concerned about the numbers of year 7&8 students returning to her school and neighbouring Adventure school. Parents who are commenting on the closure online have highlighted the fact Whitby schools are "full".

Currently between 20-30 students attend Samuel Marsden from the Whitby Area at year 7&8. Discovery School, in particular is currently over capacity and doesn't have teaching spaces to absorb the growth they are already experiencing.

Out of scope

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Kayne.

Kayne Good | Principal Adviser | Sector Enablement and Support
DDI 9(2)(a) | Mobile 9(2)(a)

From: Philippa Pidd

Sent: Tuesday, 2 July 2019 9:14 a.m.

To: Erika Ross <Erika.Ross@education.govt.nz>

Cc: Vincent Fallon <Vincent.Fallon@education.govt.nz>; Jann Marshall <Jann.Marshall@education.govt.nz>; Kayne Good <Kayne.Good@education.govt.nz>; Jim Greening <Jim.Greening@education.govt.nz>; Andrea Williams <Andrea.Williams@education.govt.nz>

Subject: RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Thanks Erika

I can see from the website that the girls will be offered a place at Karori campus (although I'm sure not all will opt for that as its quite a way to travel).

That leaves 97 boys and a few of the 79 girls to find places for.

P

Philippa Pidd | Manager, Education Network
DDI 9(2)(a) | Mobile 9(2)(a)

From: Erika Ross

Sent: Tuesday, 2 July 2019 8:44 AM

To: Vincent Fallon <Vincent.Fallon@education.govt.nz>; Philippa Pidd <Philippa.Pidd@education.govt.nz>; Jann Marshall <Jann.Marshall@education.govt.nz>; Kayne Good <Kayne.Good@education.govt.nz>; Jim Greening <Jim.Greening@education.govt.nz>; Andrea Williams <Andrea.Williams@education.govt.nz>

Subject: RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Just letting you know what we are doing:

Kayne is looking at the dot map so we can see where the students live and which schools they may potentially enrol – he will work with you Philippa and Vincent on this. Many of our public schools in that area have big numbers and there are not really any private options for boys other than Scots

Jim has called the school – the Director is meeting with staff and then with the Board but will call him back as soon as she can. Jim will let her know we are pulling the dot map and schools options together. Also offer one of our LS staff to meet with staff about how they might support the transition for their students and staff.

We will send through an update as soon as we have made contact with the Director

Anything else people can think of?

Erika Ross | Director of Education | SE&S

DDI 9(2)(a) | Mobile 9(2)(a)

From: Katrina Casey

Sent: Tuesday, 2 July 2019 6:59 a.m.

To: Erika Ross <Erika.Ross@education.govt.nz>; Vincent Fallon <Vincent.Fallon@education.govt.nz>; Philippa Pidd <Philippa.Pidd@education.govt.nz>; Jann Marshall <Jann.Marshall@education.govt.nz>

Cc: Holly Busby <Holly.Busby@education.govt.nz>

Subject: Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Erika

Can you please follow up with the school re any assistance they need.

Vince/Philippa can you please work with Erika on a response for Iona and re any other action we need to take.

Thanks

Katrina

Katrina Casey
Deputy Secretary
Sector Enablement & Support

Begin forwarded message:

From: Peter Wood <Peter.Wood@education.govt.nz>
Date: 1 July 2019 at 9:37:50 pm NZST
To: Katrina Casey <Katrina.Casey@education.govt.nz>, Sophie Wilson <Sophie.Wilson@education.govt.nz>
Subject: Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

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

From: Inge Doig <inge.doig@marsden.school.nz>
Date: 1/07/19 8:40 PM (GMT+12:00)
To: Peter Wood <Peter.Wood@education.govt.nz>
Subject: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Please refer to the attached, regards

Inge Doig

Marketing & Communications

P: +64 4 476 8792 Ext 9(2)(a)

M: 9(2)(a)

[Enrolment information and online application form](#)

Please note I work Mon - Thurs, 9.00am - 2.45pm, please call my mobile outside of these

hours.



SAMUEL MARSDEN COLLEGIATE SCHOOL

Phone +64 4 476 8707

Fax +64 4 939 8934

Marsden Avenue, Karori

www.marsden.school.nz

Email disclaimer: This email and any attachments are confidential. If you are not the intended recipient, do not copy, disclose or use the contents in any way. If you receive this message in error, please let us know by return email and then destroy the message. Samuel Marsden Collegiate School is not responsible for any changes made to this message and/or any attachments after sending.

Released under the Official Information Act 1982

From: [Jim Greening](#)
To: [Erika Ross](#)
Cc: [Kayne Good](#)
Subject: Samuel Marsden.docx
Date: Tuesday, 2 July 2019 10:33:39 a.m.
Attachments: [Samuel Marsden.docx](#)

Released under the Official Information Act 1982

Samuel Marsden – Whitby Campus

Jim Greening contacted Samuel Marsden this morning and spoke with Anne Winnall.

Ministry staff have contacted local colleges this morning (8am – 9am) – Kapiti College, Aotea College, and Tawa College to keep in contact re possible enrolments. Some interest has already been shown at Aotea and Kapiti.

Options for students for next year.

Samuel Marsden are offering all girls the option to attend Samuel Marsden (Karori Campus). This will be offered at the same fee level as for Whitby. They will also be offering assistance with transport.

The school will do whatever it can to support the boys to enrol in other schools. They are currently contacting local Colleges, St Pats Silverstream and Scots College.

Keen to have a further discussion re where students may go.

We offered to visit and discuss progress with student placement. The school did not pick up on the offer at this time but may contact us next term.

Any support that may be needed for staff as they work with students.

All staff are okay at this stage. Additional counsellors are on site to work with any staff and students who need support.

Do you have any thoughts as to what you may do with the property?

At this time there are no plans as to what may be done with the property. When this is being thought through the school will contact the ministry to discuss possibilities.

The dot map below shows the current distribution of families attending Samuel Marsden – Whitby.

9(2)(a)



Extract from Samuel Marsden website.

The Samuel Marsden Collegiate School Trust Board has made the difficult and sad decision to close Marsden School Whitby at the end of the 2019 school year. This decision has no impact on Marsden School in Karori, which has been delivering quality education for girls for the past 141 years.

Principal Narelle Umbers advised the school community of the decision on 1 July and says it is with deep regret the Board has reached the conclusion that it is not financially sustainable to continue to run Marsden Whitby beyond this year.

The future of the school has been looked at carefully. The difficult decision to close was only made after the Board explored options to keep the school open. The focus is now on supporting the school community and assisting their transition to new schools. Marsden Whitby staff are committed to continuing to provide Whitby students with a quality education through to the end of the school year. This is an extremely difficult time for our school community and we are supporting and working with students and their families to help them with their school choices for next year.

Marsden Whitby has accomplished much over the past 15 years and the staff, students and families have built a special community spirit at the school. The staff have delivered a quality education and students have excelled academically and outside of the classroom. Many close relationships have been formed, and over the next six months we want to involve our students, staff, families and alumni in how we recognise all the school has achieved.

The decision has no impact on Marsden School in Karori. We will continue to have a strong focus on ensuring girls flourish at Marsden in Karori. The School has recently become New Zealand's first Visible Wellbeing™ School. All Whitby girls will be offered a place at Marsden in Karori and the boys will be assisted in finding a school to continue their education.

From: [Erika Ross](#)
To: [Kayne Good](#); [Jim Greening](#)
Subject: FW: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY
Date: Tuesday, 2 July 2019 12:19:50 p.m.

fyi

Erika Ross | Director of Education | SE&S
DDI 9(2)(a) | Mobile 9(2)(a)

From: Philippa Pidd
Sent: Tuesday, 2 July 2019 11:38 a.m.
To: Holly Busby <Holly.Busby@education.govt.nz>; Jann Marshall <Jann.Marshall@education.govt.nz>; Erika Ross <Erika.Ross@education.govt.nz>; Vincent Fallon <Vincent.Fallon@education.govt.nz>
Subject: RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

I have told GEMS that I will draft a response
Philippa

Philippa Pidd | Manager, Education Network
DDI 9(2)(a) | Mobile 9(2)(a)

From: Jann Marshall
Sent: Tuesday, 2 July 2019 11:35 AM
To: Erika Ross <Erika.Ross@education.govt.nz>; Vincent Fallon <Vincent.Fallon@education.govt.nz>; Philippa Pidd <Philippa.Pidd@education.govt.nz>
Cc: Holly Busby <Holly.Busby@education.govt.nz>
Subject: RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Hi Erika

I have asked Holly to respond to you on the process. We have the potential here to generate three commissioning requests so will try and streamline and confirm the lead with SMEs.

Jann

Jann Marshall | Associate Deputy Secretary - Operational Delivery | Sector Enablement and Support
DDI 9(2)(a) | Mobile 9(2)(a)

From: Erika Ross
Sent: Tuesday, 2 July 2019 11:29 a.m.
To: Vincent Fallon <Vincent.Fallon@education.govt.nz>; Philippa Pidd <Philippa.Pidd@education.govt.nz>; Jann Marshall <Jann.Marshall@education.govt.nz>
Subject: RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate

School WHITBY

Who will write the response from Iona?

Erika Ross | Director of Education | SE&S
DDI 9(2)(a) | Mobile 9(2)(a)

From: Katrina Casey

Sent: Tuesday, 2 July 2019 6:59 a.m.

To: Erika Ross <Erika.Ross@education.govt.nz>; Vincent Fallon <Vincent.Fallon@education.govt.nz>; Philippa Pidd <Philippa.Pidd@education.govt.nz>; Jann Marshall <Jann.Marshall@education.govt.nz>

Cc: Holly Busby <Holly.Busby@education.govt.nz>

Subject: Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Erika

Can you please follow up with the school re any assistance they need.

Vince/Philippa can you please work with Erika on a response for Iona and re any other action we need to take.

Thanks

Katrina

Katrina Casey
Deputy Secretary
Sector Enablement & Support

Begin forwarded message:

From: Peter Wood <Peter.Wood@education.govt.nz>

Date: 1 July 2019 at 9:37:50 pm NZST

To: Katrina Casey <Katrina.Casey@education.govt.nz>, Sophie Wilson <Sophie.Wilson@education.govt.nz>

Subject: Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

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

From: Inge Doig <inge.doig@marsden.school.nz>

Date: 1/07/19 8:40 PM (GMT+12:00)

To: Peter Wood <Peter.Wood@education.govt.nz>

Subject: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Please refer to the attached, regards

Inge Doig
Marketing & Communications

P: +64 4 476 8792 Ext ^{a(2)(a)}

M: 9(2)(a)

[Enrolment information and online application form](#)

Please note I work Mon - Thurs, 9.00am - 2.45pm, please call my mobile outside of these hours.



SAMUEL MARSDEN COLLEGIATE SCHOOL

Phone +64 4 476 8707

Fax +64 4 939 8934

Marsden Avenue, Karori

www.marsden.school.nz

Email disclaimer: This email and any attachments are confidential. If you are not the intended recipient, do not copy, disclose or use the contents in any way. If you receive this message in error, please let us know by return email and then destroy the message. Samuel Marsden Collegiate School is not responsible for any changes made to this message and/or any attachments after sending.

Released under the Official Information Act 1982

From: [Clive Huggins](#)
To: [Kayne Good](#); [Philippa Pidd](#); [Daniel Farrell](#)
Cc: [Alana McCorry](#); [Erika Ross](#)
Subject: RE: Whitby Samuel Marsden
Date: Tuesday, 2 July 2019 12:27:47 p.m.

Thank you Kayne – very useful. I also note that the site is only 1.5ha. If the retirement village acquire it then at least their development won't add to the student population.

Clive Huggins | National Manager Acquisitions & Designations | Infrastructure Advisory Services
 DDI 9(2)(a) | Mobile 9(2)(a)

From: Kayne Good
Sent: Tuesday, 2 July 2019 12:13 PM
To: Philippa Pidd <Philippa.Pidd@education.govt.nz>; Daniel Farrell <Daniel.Farrell@education.govt.nz>
Cc: Clive Huggins <Clive.Huggins@education.govt.nz>; Alana McCorry <Alana.McCorry@education.govt.nz>; Erika Ross <Erika.Ross@education.govt.nz>
Subject: RE: Whitby Samuel Marsden

Hi Philippa and Dan

Sending this to both of you as you've both been in touch to ask a similar thing.

- At this stage we do not see the need for another secondary school in Northern Porirua.
- Even if a secondary school is required at some point, it's unlikely Whitby would be the location for it. Greenfield
- This is in relatively close proximity to Aotea College which is currently being redeveloped.
- A sensible response would likely be increasing Aotea's capacity rather than building a new College.
- We are co-developing with all northern Porirua schools a long term network plan.
- We hold land in Whitby for a primary school. We do not need land for a fourth school.

Does this help.

Kayne.

Kayne Good | Principal Adviser | Sector Enablement and Support
 DDI 9(2)(a) | Mobile 9(2)(a)

From: Philippa Pidd
Sent: Tuesday, 2 July 2019 11:57 a.m.
To: Erika Ross <Erika.Ross@education.govt.nz>; Kayne Good <Kayne.Good@education.govt.nz>
Cc: Clive Huggins <Clive.Huggins@education.govt.nz>
Subject: FW: Whitby Samuel Marsden

Can you have a think about whether we want to make a move on purchasing the site, and let me and Clive know.

Philippa Pidd | Manager, Education Network
DDI 9(2)(a) | Mobile 9(2)(a)

From: Vincent Fallon
Sent: Tuesday, 2 July 2019 11:06 AM
To: Philippa Pidd <Philippa.Pidd@education.govt.nz>
Subject: Fwd: Whitby Samuel Marsden

Tie this in with closure process for the hutt team please
Regards

Sent from my Samsung Galaxy smartphone.

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

From: Clive Huggins <Clive.Huggins@education.govt.nz>
Date: 2/07/19 11:00 AM (GMT+12:00)
To: Daniel Farrell <Daniel.Farrell@education.govt.nz>, Vincent Fallon
<Vincent.Fallon@education.govt.nz>
Subject: FW: Whitby Samuel Marsden

Hi Dan, Vincent,

See below.

In order for me to respond are you able to provide any SES Network advice on future requirements in Whitby that may be useful?

Regards

Clive

-----Original Message-----

From: Jamie Harknett On Behalf Of Kim Shannon
Sent: Tuesday, 2 July 2019 10:37 AM
To: Clive Huggins <Clive.Huggins@education.govt.nz>
Subject: FW: Whitby Samuel Marsden

Hi Clive

Can you please provide me with a draft response for this?

Kim

-----Original Message-----

From: 9(2)(a) <[REDACTED]@gmail.com>
Sent: Tuesday, 2 July 2019 10:00 AM
To: Kim Shannon <Kim.Shannon@education.govt.nz>
Subject: Whitby Samuel Marsden

Hi Kim

No doubt you've been made aware that it was announced that the Samuel Marsden Whitby secondary school (private) is to close. The community is smarting by this announcement which came out of the blue by all accounts and is reflective of a poor change process.

We live in Whitby and it is significantly growing as is the wider region. I wondered if your group might look into the feasibility of purchasing the site before the retirement village does. The MOE site nearest us doesn't have a primary school built on it yet and I wondered if this may be something worth investigating as an alternative.

Our eldest is just about to enter into primary school which is not walking distance due to the zoning - Pauatahanui School is closer to much of the new developments in Whitby - and the ECE are chocka in the Northern Ward due to young families. Ideally, we would have a secondary school that doesn't require a drive/bus/train and this site could also potentially serve that age range but I expect practically it might be easier to be a primary school.

Do you think the Ministry could investigate the feasibility? I understand it's budget time so it may/not be a good time but given the interest that is likely to ensue, time will be of the essence. I'm not sure where you live but Porirua is really large and it takes a good 20 min drive to get to Aotea College and certainly parents don't want to travel all the way over to Porirua CBD area for other alternative high schools beyond Aotea.

Appreciate you thinking on this for us.

Cheers

[REDACTED]

9(2)(a) [REDACTED]

[REDACTED]

From: [Natasha Dingle](#)
To: [Kayne Good](#)
Cc: [Moana Ransfield](#)
Subject: RE: Media Points
Date: Tuesday, 2 July 2019 1:32:27 p.m.
Attachments: [image001.png](#)

Thanks bud 😊

Natasha Dingle | Senior Media Advisor
DDI 9(2)(a) | Mobile 9(2)(a)
Bowen Street, Wellington, 33

education.govt.nz

*We shape an education system that delivers equitable and excellent outcomes
He mea tarai e matou te matauranga kia rangatira ai, kia mana taurite ai ona huanga*



From: Kayne Good
Sent: Tuesday, 2 July 2019 1:28 p.m.
To: Natasha Dingle <Natasha.Dingle@education.govt.nz>
Cc: Moana Ransfield <Moana.Ransfield@education.govt.nz>
Subject: Fwd: Media Points

Good to go and sorry for typing your email address in wrong below!

Sent from my iPhone

Begin forwarded message:

From: Erika Ross <Erika.Ross@education.govt.nz>
Date: 2 July 2019 at 1:16:01 PM NZST
To: Kayne Good <Kayne.Good@education.govt.nz>
Subject: RE: Media Points

Yes thanks

Erika Ross | Director of Education | SE&S
DDI 9(2)(a) | Mobile 9(2)(a)

From: Kayne Good
Sent: Tuesday, 2 July 2019 1:14 p.m.
To: Erika Ross <Erika.Ross@education.govt.nz>
Cc: Moana Ransfield <Moana.Ransfield@education.govt.nz>;
nahasha.dingle@education.govt.nz
Subject: Fwd: Media Points

Hi Erika

Are you happy with this?

Kayne

Sent from my iPhone

Begin forwarded message:

From: Natasha Dingle <Natasha.Dingle@education.govt.nz>

Date: 2 July 2019 at 1:08:11 PM NZST

To: Kayne Good <Kayne.Good@education.govt.nz>

Cc: Moana Ransfield <Moana.Ransfield@education.govt.nz>

Subject: RE: Media Points

Nice. Reads really well. I've removed the bullets and made a few minor edits. Does this need to go back to Erika, or can I send to KC now?

Last night we received a letter from Samuel Marsden Whitby that they intend to close at the end of 2019. They indicated this was a difficult decision for them and they had explored a number of options but keeping the school operating wasn't viable long term.

As Samuel Marsden Whitby is a private school, the decision to close and timing of closure sits with them. We do not hold power over this decision.

People who are concerned with the decision to close can contact the school's Trust Board. Private schools do not have to follow the same closure processes as state schools.

When looking at closure of a state or state integrated school there is a legal process which must be followed when a school is being considered for possible closure.

The legal process includes the Board of Trustees for the school undertaking consultation with the community and the Ministry consulting with the Boards of schools whose roll may be affected.

Students currently attending Samuel Marsden Whitby are able to enrol at their local school they are in zone for, or a number of schools across Wellington that do not operate enrolment schemes. Secondary schools with enrolment schemes have already run their ballots for out of zone places for 2020.

We'll work with Samuel Marsden Whitby to support students into new schools, but we are unable to override enrolment schemes to get these students into their schools of choice.

Natasha Dingle | Senior Media Advisor

DDI 9(2)(a) | Mobile 9(2)(a)

Bowen Street, Wellington, 33

education.govt.nz

*We shape an education system that delivers equitable and excellent outcomes
He mea tarai e matou te matauranga kia rangatira ai, kia mana taurite ai ona
huanga*



From: Kayne Good

Sent: Tuesday, 2 July 2019 1:01 p.m.

To: Natasha Dingle <Natasha.Dingle@education.govt.nz>

Cc: Moana Ransfield <Moana.Ransfield@education.govt.nz>

Subject: FW: Media Points

Hi Natasha

Approved points below.

Kayne.

Kayne Good | Principal Adviser | Sector Enablement and Support

DDI 9(2)(a) | Mobile 9(2)(a)

From: Erika Ross

Sent: Tuesday, 2 July 2019 1:00 p.m.

To: Kayne Good <Kayne.Good@education.govt.nz>

Subject: RE: Media Points

ok

Erika Ross | Director of Education | SE&S

DDI 9(2)(a) | Mobile 9(2)(a)

From: Kayne Good

Sent: Tuesday, 2 July 2019 12:58 p.m.

To: Erika Ross <Erika.Ross@education.govt.nz>

Cc: Moana Ransfield <Moana.Ransfield@education.govt.nz>

Subject: Media Points

Hi Erika

Media points for your approval:

- Last night we received a letter from Samuel Marsden Whitby that they intend to close at the end of 2019.
- They indicated this was a difficult decision for them and they had explored a number of options but keeping the school operating wasn't viable long term.
- As the Samuel Marsden Whitby is a private school, the decision to close and timing of closure sits with them. We do not hold power over this decision.
- People who are concerned with the decision to close can choose to contact the school's Trust Board that made the closure decision, however unlike a state school private schools do not have to follow the same closure processes.
- The decision to close a state or a state integrated school is different, and is never an easy decision.
- When looking at closure of a state or state integrated school there is a legal process which must be followed when a school is being considered for possible closure.
- The legal process includes the Board of Trustees for the school undertaking consultation with the community and the Ministry consulting with the Boards of schools whose roll may be affected.
- Students currently attending Samuel Marsden Whitby are able to enrol at their local school they are in zone for, or a number of schools across Wellington that do not operate enrolment schemes. Secondary schools with enrolment schemes have already run their ballots for out of zone places for 2020.
- We'll work with Samuel Marsden Whitby to support students into new schools, but we are unable to override enrolment schemes to get these students into their schools of choice.

Note, the school indicated in their letter to us it was not financially viable to continue operation, however they may not have said this publically.

Points we're responding to, FYI:

- Can a school, private or not, make a decision to close a school within six months?
- What is the usual protocol for a school closing?
- Can there be an appeal for it to remain open?
- Does the Ministry hold any power over this decision?
- Was the Ministry informed of the decision? If so, when and what was the reason given for the closure?
- Have the roles to enrol students into schools closed for this year/next?
- If so, will the Ministry be making exceptions to schools in the

Whitby and Wellington areas for students who need to be moved elsewhere or want to leave the school early?

Kayne

Kayne Good | Principal Adviser | Sector Enablement and Support
DDI 9(2)(a) | Mobile 9(2)(a)
19 Market Grove, Lower Hutt

[education.govt.nz](https://www.education.govt.nz)

***We shape an education system that delivers equitable and excellent outcomes
He mea tarai e matou te matauranga kia rangatira ai, kia mana taurite ai ona
huanga***



Released under the Official Information Act 1982

From: [Natasha Dingle](#)
To: [Katrina Casey](#)
Cc: [Erika Ross](#); [Kayne Good](#)
Subject: FW: Samuel Marsden media query- bullets due 2.30
Date: Tuesday, 2 July 2019 1:50:26 p.m.
Attachments: [image001.png](#)

Good afternoon Katrina,

We've been asked a number of questions off the back of Samuel Marsden Collegiates decision to shut its Whitby branch. Erika has approved the below. Is this okay with you?

Last night we received a letter from Samuel Marsden Whitby that they intend to close at the end of 2019. They indicated this was a difficult decision for them and they had explored a number of options but keeping the school operating wasn't viable long term.

As Samuel Marsden Whitby is a private school, the decision to close and timing of closure sits with them. We do not hold power over this decision.

People who are concerned with the decision to close can contact the school's Trust Board. Private schools do not have to follow the same closure processes as state schools.

When looking at closure of a state or state integrated school there is a legal process which must be followed when a school is being considered for possible closure.

The legal process includes the Board of Trustees for the school undertaking consultation with the community and the Ministry consulting with the Boards of schools whose roll may be affected.

Students currently attending Samuel Marsden Whitby are able to enrol at their local school they are in zone for, or a number of schools across Wellington that do not operate enrolment schemes. Secondary schools with enrolment schemes have already run their ballots for out of zone places for 2020.

We'll work with Samuel Marsden Whitby to support students into new schools, but we are unable to override enrolment schemes to get these students into their schools of choice.

Natasha Dingle | Senior Media Advisor

DDI 9(2)(a) | Mobile 9(2)(a)

Bowen Street, Wellington, 33

education.govt.nz

*We shape an education system that delivers equitable and excellent outcomes
He mea tarai e matou te matauranga kia rangatira ai, kia mana taurite ai ona huanga*



From: Natasha Dingle

Sent: Tuesday, 2 July 2019 9:51 a.m.

To: Erika Ross <Erika.Ross@education.govt.nz>

Cc: Moana Ransfield <Moana.Ransfield@education.govt.nz>; Katrina Casey <Katrina.Casey@education.govt.nz>

Subject: FW: Samuel Marsden media query- bullets due 2.30

Good morning Erika,

We've been asked a number of questions off the back of Samuel Marsden Collegiate's school's decision to close at the end of the year. While I'm guessing we don't have any say over the school's decision and may not have been informed (is this correct) perhaps we could answer from the perspective of the protocol for state school's closing and can we answer what support we can provide to students at the school?

Can a school, private or not, make a decision to close a school within six months?
What is the usual protocol for a school closing?
Can there be an appeal for it to remain open?
Does the Ministry hold any power over this decision?
Was the Ministry informed of the decision? If so, when and what was the reason given for the closure?
Have the roles to enrol students into schools closed for this year/next?
If so, will the Ministry be making exceptions to schools in the Whitby and Wellington areas for students who need to be moved elsewhere or want to leave the school early?

Here's some lines we used around Tuteurumuri that might be a starter for the answer to the closure process for state schools

Closing schools is never an easy decision and is only made after extensive consultation with the local community.

There is a legal process which must be followed when a school is being considered for possible closure. This includes the Board undertaking consultation with the community and the Ministry consulting with the Boards of schools whose roll may be affected. This includes Martinborough School, Pirinoa School, and Kahutara School. We envisage that this process will take around 6 weeks.

Would it be possible to have a guide to a possible response/bullets by 2.30?

Thanks,

Natasha

Natasha Dingle | Senior Media Advisor
DDI 9(2)(a) | Mobile 9(2)(a)
Bowen Street, Wellington, 33

education.govt.nz

***We shape an education system that delivers equitable and excellent outcomes
He mea tarai e matou te matauranga kia rangatira ai, kia mana taurite ai ona huanga***



From: 9(2)(a) [redacted]@stuff.co.nz
Sent: Tuesday, 2 July 2019 9:41 a.m.
To: Media Team Shared Mailbox <Media@education.govt.nz>
Subject: Samuel Marsden

Hi team,
Can you please have the following questions answered for me.

The Samuel Marsden Collegiate School, Whitby has announced it will close by the end of the year.

Can a school, private or not, make a decision to close a school within six months?
What is the usual protocol for a school closing?
Can there be an appeal for it to remain open?
Does the Ministry hold any power over this decision?
Was the Ministry informed of the decision? If so, when and what was the reason given for the closure?
Have the roles to enrol students into schools closed for this year/next?
If so, will the Ministry be making exceptions to schools in the Whitby and Wellington areas for students who need to be moved elsewhere or want to leave the school early?

Cheers,

9(2)(a) [redacted]
Education reporter

E 9(2)(a) [redacted]@stuff.co.nz | P 9(2)(a) [redacted] | M 9(2)(a) [redacted]
Level 7, Spark Central, 42-52 Willis Street, Wellington, New Zealand
PO Box 3740, Wellington, 6011, New Zealand
<https://www.stuff.co.nz/>



The information contained in this e-mail message and any accompanying files is or may be confidential. If you are not the intended recipient, any use, dissemination, reliance, forwarding, printing or copying of this e-mail or any attached files is unauthorised. This e-mail is subject to copyright. No part of it should be reproduced, adapted or communicated without the written consent of the copyright owner. If you have received this e-mail in error please advise the sender immediately by return e-mail or telephone and delete all copies. Nine Group does not guarantee the accuracy or completeness of any information contained in this e-mail or attached files. Internet communications are not secure, therefore Nine Group does not accept legal responsibility for the contents of this message or attached files.

From: [Philippa Pidd](#)
To: [Lucy Chapman](#)
Cc: [Kayne Good](#)
Subject: RE: 1198345 - CE direct reply - Umbers - Marsden Whitby closure - due 16/07
Date: Tuesday, 2 July 2019 2:05:21 p.m.

Lucy – I will draft something this afternoon – Kayne and I have already had a chat.
Its fairly straight forward.
Philippa

Philippa Pidd | Manager, Education Network
DDI 9(2)(a) | Mobile 9(2)(a)

From: Lucy Chapman
Sent: Tuesday, 2 July 2019 1:45 PM
To: Kayne Good <Kayne.Good@education.govt.nz>; Philippa Pidd <Philippa.Pidd@education.govt.nz>
Subject: 1198345 - CE direct reply - Umbers - Marsden Whitby closure - due 16/07

Hi Kayne and Philippa,

I am the GEMS drafter for this piece.

If you could send me bullets by COP Friday 5th that would be great.

Let me know if you need anything from me.

Thanks ☺

Lucy Chapman | Advisor | GEMS
DDI 9(2)(a)

From: Holly Busby
Sent: Tuesday, 2 July 2019 12:51 p.m.
To: Ministerial Requests <ministerial.requests@education.govt.nz>
Cc: Kerry Wollerman <Kerry.Wollerman@education.govt.nz>
Subject: RE: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Hi

Further to my email below, the SME's for this piece of correspondence are:
Kayne Good
Philippa Pidd

Thanks

Holly

Holly Busby | Executive Manager
DDI 9(2)(a)

From: Holly Busby **On Behalf Of** Katrina Casey
Sent: Tuesday, 2 July 2019 12:32 p.m.
To: Ministerial Requests <ministerial.requests@education.govt.nz>
Cc: Kerry Wollerman <Kerry.Wollerman@education.govt.nz>
Subject: FW: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Hi Team

I do not know if you have received this from the CE's office yet, however below and attached are CE Correspondence.

Katrina Casey has already started the ball rolling with a response. Please contact me for the SME one you have this set up in your system.

Thanks

Holly

Holly Busby | Executive Manager
DDI 9(2)(a)

From: Peter Wood
Sent: Monday, 1 July 2019 9:38 p.m.
To: Katrina Casey <Katrina.Casey@education.govt.nz>; Sophie Wilson <Sophie.Wilson@education.govt.nz>
Subject: Fwd: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

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

From: Inge Doig <inge.doig@marsden.school.nz>
Date: 1/07/19 8:40 PM (GMT+12:00)
To: Peter Wood <Peter.Wood@education.govt.nz>
Subject: Official Notification of Independent School Closure – Samuel Marsden Collegiate School WHITBY

Please refer to the attached, regards

Inge Doig
Marketing & Communications
P: +64 4 476 8792 Ext 9(2)(a)
M: 9(2)(a)

[Enrolment information and online application form](#)

Please note I work Mon - Thurs, 9.00am - 2.45pm, please call my mobile outside of these hours.



SAMUEL MARSDEN COLLEGIATE SCHOOL

Phone +64 4 476 8707

Fax +64 4 939 8934

Marsden Avenue, Karori

www.marsden.school.nz

Email disclaimer: This email and any attachments are confidential. If you are not the intended recipient, do not copy, disclose or use the contents in any way. If you receive this message in error, please let us know by return email and then destroy the message. Samuel Marsden Collegiate School is not responsible for any changes made to this message and/or any attachments after sending.

Released under the Official Information Act 1982

From: [Philippa Pidd](#)
To: [Kayne Good](#)
Subject: Samuel Marsden letter
Date: Tuesday, 2 July 2019 6:52:04 p.m.
Attachments: [Document1.docx](#)

Hi Kayne

I'm not very good at doing bullet points for GEMS, and having done the letter here it is.
You are welcome to make any changes you want!

Cheers
Philippa

Released under the Official Information Act 1982



8 July 2019

Narelle Umers
Principal
Samuel Marsden Collegiate School
Private Bag 17000
WELLINGTON 6147

narelle.umbers@marsden.school.nz

Dear Narelle

Thank you for your letter of 1 July 2019 about the decision that the Samuel Marsden Collegiate School Trust Board has made to close the School's Whitby campus at the end of the 2019 school year.

I appreciate that this will have been a difficult decision for the Board to make and that it will take time to transition staff and students from the campus to new schools for next year.

I understand that the Ministry's Wellington regional office has been in contact with Anne Winnall, the Director at Whitby site. I am informed that she has said that she did not feel that they needed Ministry support at this time, but may contact us next term.

In the meantime the Ministry will develop preliminary plans to support the transition of students to state and state integrated schools.

If you need any additional information please contact Jim Greening phone 9(2)(a) or email jim.greening@education.govt.nz.

Yours sincerely

Iona Holsted
Secretary for Education

cc: Erika Ross, Director Education for Wellington

From: [Philippa Pidd](#)
To: [Kayne Good](#)
Subject: RE: Samuel Marsden letter
Date: Wednesday, 3 July 2019 9:53:25 a.m.

Are we doing a briefing for Iona as well as the letter (pulled from your update info).
Or was that just for Katrina?

Philippa Pidd | Manager, Education Network
DDI 9(2)(a) | Mobile 9(2)(a)

From: Kayne Good
Sent: Wednesday, 3 July 2019 9:50 AM
To: Philippa Pidd <Philippa.Pidd@education.govt.nz>; Jim Greening
<Jim.Greening@education.govt.nz>
Subject: FW: Samuel Marsden letter

Hi Philippa,

I think it looks good. Only thing I would query is if we are going to develop transition plans.

Jim – what are your thoughts?

Kayne

Kayne Good | Principal Adviser | Sector Enablement and Support
DDI 9(2)(a) | Mobile 9(2)(a)

From: Philippa Pidd
Sent: Tuesday, 2 July 2019 6:52 p.m.
To: Kayne Good <Kayne.Good@education.govt.nz>
Subject: Samuel Marsden letter

Hi Kayne
I'm not very good at doing bullet points for GEMS, and having done the letter here it is.
You are welcome to make any changes you want!

Cheers
Philippa

From: [Philippa Pidd](#)
To: [Kayne Good](#)
Subject: RE: Samuel Marsden site Whitby
Date: Wednesday, 3 July 2019 10:33:46 a.m.
Attachments: [image001.png](#)

Yes I put him onto them

Philippa Pidd | Manager, Education Network
 DDI 9(2)(a) | Mobile 9(2)(a)

From: Kayne Good
Sent: Wednesday, 3 July 2019 10:32 AM
To: Philippa Pidd <Philippa.Pidd@education.govt.nz>; Alana McCorry
 <Alana.McCorry@education.govt.nz>
Subject: RE: Samuel Marsden site Whitby

Thanks for the heads up.

This would be a matter for 9(2)(a) and Samuel Marsden Whitby in the first instance wouldn't it?

Kayne Good | Principal Adviser | Sector Enablement and Support
 DDI 9(2)(a) | Mobile 9(2)(a)

From: Philippa Pidd
Sent: Wednesday, 3 July 2019 9:53 a.m.
To: Kayne Good <Kayne.Good@education.govt.nz>; Alana McCorry
 <Alana.McCorry@education.govt.nz>
Subject: Samuel Marsden site Whitby

Hi there

I have just had 9(2)(a) contact me about the Samuel Marsden site.
 He is working with the group that is trying to establish a Christian integrated year 1-13 school in Wellington and is keen to look at the site.

Out of scope

9(2)(a) thinks the Whitby one could be better as it has building on it already.

P

Philippa Pidd | Manager, Education Network
 DDI 9(2)(a) | Mobile 9(2)(a)
 33 Bowen Street, Wellington

education.govt.nz

*We shape an education system that delivers equitable and excellent outcomes
 He mea tarai e matou te matauranga kia rangatira ai, kia mana taurite ai ona huanga*

From: [Erika Ross](#)
To: [Kayne Good](#); [Philippa Pidd](#); [Jim Greening](#)
Subject: Re: SMW Closure
Date: Wednesday, 3 July 2019 10:40:01 a.m.
Attachments: [image001.png](#)

Good idea

Sent from my Samsung Galaxy smartphone.

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

From: Kayne Good <Kayne.Good@education.govt.nz>
Date: 3/07/19 10:29 AM (GMT+12:00)
To: Philippa Pidd <Philippa.Pidd@education.govt.nz>, Erika Ross <Erika.Ross@education.govt.nz>, Jim Greening <Jim.Greening@education.govt.nz>
Subject: SMW Closure

Hi all

We seem to be getting a few calls about Samuel Marsden Whitby. Do you think it's worthwhile us pulling together at Q&A sheet that the school can send out to parents and we can publish on our website?

Thinking it'd cover off

Transition to new schools

Accessing state integrated schools / schools with enrolment schemes you're out of zone for.

The Ministry's involvement in the decision to close the school.

What plans, if any there are for the land.

What land we already hold in Whitby. Etc.

Thoughts?

Kayne Good | Principal Adviser | Sector Enablement and Support
DDI 9(2)(a) | Mobile 9(2)(a)
19 Market Grove, Lower Hutt

education.govt.nz

*We shape an education system that delivers equitable and excellent outcomes
He mea tarai e matou te matauranga kia rangatira ai, kia mana taurite ai ona huanga*



From: [Philippa Pidd](#)
To: [Lucy Chapman](#)
Cc: [Kayne Good](#)
Subject: Samuel Marsden response
Date: Wednesday, 3 July 2019 1:23:13 p.m.
Attachments: [Document1.docx](#)

Hi Lucy

Kayne and I have worked on this draft letter for Iona to sign out re the closure of the Samuel Marsden Whitby site. See attached

Lower Hutt is ok with it. They are doing a memo to go with it for Iona (there will also be a memo for Katrina).

Kayne and Jim Greening are contacts.

Philippa

Released under the Official Information Act 1982



8 July 2019

Narelle Umers
Principal
Samuel Marsden Collegiate School
Private Bag 17000
WELLINGTON 6147

narelle.umbers@marsden.school.nz

Dear Narelle

Thank you for your letter of 1 July 2019 about the decision that the Samuel Marsden Collegiate School Trust Board has made to close the School's Whitby campus at the end of the 2019 school year.

I appreciate that this will have been a difficult decision for the Board to make and that it will take time to transition staff and students from the campus to new schools for next year.

I understand that the Ministry's Wellington regional office has been in contact with Anne Winnall, the Director at Whitby site. I am informed that she has said that she did not feel that they needed Ministry support at this time, but may contact us next term.

In the meantime the Ministry will work will support parents with information about other schooling options available for their children.

If you need any additional information please contact Jim Greening phone 9(2)(a) or email jim.greening@education.govt.nz.

Yours sincerely

Iona Holsted
Secretary for Education

cc: Erika Ross, Director Education for Wellington

From: [Philippa Pidd](#)
To: [Lucy Chapman](#)
Cc: [Kayne Good](#); [Mark Atkin](#)
Subject: RE: Samuel Marsden response
Date: Wednesday, 3 July 2019 2:15:23 p.m.

Make whatever changes you want.

I will be out of the office for a few days 9(2)(a) so work to Mark Atkin

Philippa Pidd | Manager, Education Network
DDI 9(2)(a) | Mobile 9(2)(a)

From: Lucy Chapman
Sent: Wednesday, 3 July 2019 1:28 PM
To: Philippa Pidd <Philippa.Pidd@education.govt.nz>
Cc: Kayne Good <Kayne.Good@education.govt.nz>
Subject: RE: Samuel Marsden response

Thanks Philippa.

I will edit this and get it back to you soon.

I note though, that we have got this through as a CE direct (for Katrina/SE&S's sign-out).

Sean Teddy is away today, so I'll have to wait till tomorrow to confirm whether this is still the approach they want to take.

Thanks ☺

Lucy Chapman | Advisor | GEMS
DDI 9(2)(a)

From: Philippa Pidd
Sent: Wednesday, 3 July 2019 1:23 p.m.
To: Lucy Chapman <Lucy.Chapman@education.govt.nz>
Cc: Kayne Good <Kayne.Good@education.govt.nz>
Subject: Samuel Marsden response

Hi Lucy

Kayne and I have worked on this draft letter for Iona to sign out re the closure of the Samuel Marsden Whitby site. See attached

Lower Hutt is ok with it. They are doing a memo to go with it for Iona (there will also be a memo for Katrina).

Kayne and Jim Greening are contacts.

Philippa