

Student Behaviour Rules



1. You should be on time for your assessments and appointments with our Assessor and be dressed appropriately. In the event you are unable to keep an appointment you should notify your Assessor as soon as possible. Either contact your Assessor direct if you have their phone number or contact our Head Office on 0800 929 8646 or contact@innovative.ac.nz
2. No assessment will take place if you are thought by our Assessor to be under the influence of drugs or alcohol, or you are behaving in such a way that your behaviour is likely to cause harm to yourself or another person(s).
3. Offensive language, violent acts or threatening behaviour towards our Assessor, any of our staff or any persons present in the assessment environment will not be tolerated and your assessment may be suspended.

Disciplinary Procedures

Abridged Version

Innovative Hospitality operates in an adult environment in the workplace. If you are in breach any of our Behaviour Guidelines the following process will be implemented.

Our Assessor will speak to you and/or they may ask your Employer/Supervisor to speak to you and explain the rule that has been breached.

You will be given an opportunity to discuss any issue raised and you will be advised what is required to rectify the problem. In most cases an agreement can be reached and no further action will be taken.

If the behaviour is not modified

1. Our Assessor may terminate the assessment.
2. You may still be required to pay our assessment fee in full.

Termination of Assessment

Some behaviour may result in the immediate termination of your assessment. These behaviours include but are not limited to:

1. Violent acts or threatening behaviour towards our Assessor, any of our staff or any persons present in the assessment environment.
2. Wilful and intentional damage to our equipment and property.
3. If our Assessor believes you are clearly under the influence of drugs or alcohol.
4. At the discretion of the Assessor concerned the assessment may be rescheduled, but in some instances your enrolment in the assessment programme may be terminated. If your enrolment is terminated you may make an appeal or lodge a complaint in writing to The Directors, Innovative Hospitality, P.O. Box 177, Greytown 5742 or send by email to contact@innovative.ac.nz

The Directors



Your Notes