

# Insurance of School Buildings

All integrated school property owned by proprietors of Catholic integrated schools in the Diocese of Palmerston North is currently insured by the Diocese as a Member of the New Zealand Catholic Church Insurance Scheme.

The insurance policy also covers some non-integrated property, including adventure playgrounds, shaded areas and confidence courses at the request of the proprietor, Board of Trustees or other organisation responsible for insuring such property.

The insurance premium in respect of integrated school property is paid from attendance dues. Insurance premiums for non-integrated property is payable by the Board of Trustees or other organisation requesting insurance cover.

The New Zealand Catholic Church Insurance Scheme is administered by Crombie Lockwood (NZ) Ltd.

## **Making an Insurance claim**

Freephone: 0800 252 461 (0800 CLAIM1)

Contact: Claims consultant Gek-Tuor Kuoch

Phone: (09) 358 7227

Email: [Gek-Tuor.Kuoch@CrombieLockwood.co.nz](mailto:Gek-Tuor.Kuoch@CrombieLockwood.co.nz)

Gek-Tuor will, in response to a notification of a claim send out a General Insurance Claim Form. Please complete the claim form and send it with all the relevant supporting documents to:

New Zealand Catholic Church Insurance Scheme (NZCCIS)  
PO Box 91 747, Victoria Street West, Auckland 1142

It is also important that you notify Susan Zentveld at the Diocese of Palmerston North of the claim so the Proprietor is kept informed (and can take any additional action necessary).

## **Insurance Enquiries**

All other enquiries about school property insurance should be made to Susan Zentveld at the Diocese of Palmerston North. Her contact details are:

Susan Zentveld  
Property Manager  
Phone 06 354 1780 ext 851  
Cell: 021 0607 643  
Email: [szentveld@pndiocese.org.nz](mailto:szentveld@pndiocese.org.nz)

# Insurance of School Buildings

## **School Chattels (Contents) Insurance**

Boards of Trustees of Catholic integrated schools in the Palmerston North Diocese insure their school chattels (contents) independently of the proprietor.

All enquiries about school chattels insurance should be made to the BoT broker.

The Diocese of Palmerston North, and other Proprietors of Catholic schools in the Diocese, do not handle enquiries about school chattels insurance.