

## CHILD PROTECTION POLICY

### Rationale

All tamariki have the right to be kept safe from harm.

### Purpose

To ensure that no tamariki are ill-treated and are protected from the harmful effects of neglect, and physical, emotional, and sexual abuse.

### Definition – What is Child Abuse?

There are five types of child abuse. These have been adapted from the NZ Police book “All About Me”. They are:

- Physical abuse: where non-accidental injuries occur.
- Sexual abuse: which is the use of tamariki for the sexual gratification of someone who takes advantage of their power and/or the tamariki trust.
- Emotional abuse: where the attitudes and behaviors of adults severely affects tamariki emotional and physical development.
- Neglect: which is to deprive tamariki of necessities such as food, drink, warmth, shelter, supervision appropriate to their age, positive emotional affirmation, and essential physical and medical care.
- Family violence: covers a broad range of controlling behaviors, commonly of a physical, sexual, and/or psychological nature which typically involve fear, intimidation and emotional deprivation.”

### Protecting Tamariki in our Care

Management will ensure that:

- All kaimahi, volunteers and regular contractors are police checked during the selection process to ensure they have no previous conviction for offences against tamariki.
- No kaiako (including relievers) will be left alone in the Centre with tamariki.
- The buildings and grounds will provide little or no opportunity for tamariki and kaiako to be out of the sight of others.
- No inappropriate material (for example, of an explicitly sexual or violent nature) is allowed in the Centre. This includes written/graphic materials such as books or magazines, as well as content on mobile phones or other screen devices.

Staff will ensure that:

- Permission for someone other than the parents/caregivers to collect the tamariki is given in writing.
- Names of any visitors to the Centre are recorded.
- Students, visitors and volunteers in the Centre are supervised.
- Kaiako in the Centre guide one another with regard to keeping ourselves safe from allegations.
- Any toileting or nappy changing of tamariki is recorded.
- Any unusual or suspicious comments from tamariki are recorded.
- Tamariki remain clothed (at least underwear) while in the Centre.

### **Educating Kaiako to Protect Tamariki**

- The Manager will organise professional development, relating to keeping tamariki safe from abuse, once every two years or as needed depending on the changes in staffing within this time.
- Kaiako will maintain open communication within the team.
- Kaiako will maintain sensitive and open communication with parents/caregivers. Kaiako will inform the Centre Manager when they have concerns regarding the safety of a tamaiti and does not feel comfortable disclosing information to the parent/caregiver. The Centre Manager will decide on an appropriate course of action.

### **Educating Whānau to Protect Tamariki**

- Centre Newsletters will periodically include information on keeping tamariki safe from abuse.
- The Centre's parent library will include information on keeping tamariki safe from abuse.
- Kaiako will encourage open communication with whānau and provide opportunities for parents to meet with staff to discuss specific issues.
- The Centre will maintain an up-to-date directory of whanau support agencies.

### **Action in the Case of Suspected Abuse**

The Centre Manager will take prompt and appropriate action(s) from the following guidelines.

- Maintain open communication with parent/caregivers to encourage the discussion of concerns in an appropriate setting.
- Kaiako will meet with the Centre Manager as soon as possible following the incident or issue. Kaiako will be kept up to date as necessary, maintaining complete confidentiality.
- Kaiako will record in writing:
  1. Dates and times of events that causes concern.
  2. Specific details of any suspicious comments from tamariki.
  3. Emotional state of the tamaiti.
  4. Any physical symptoms
  5. Response of adult when told.

(This information will be kept confidential by the Centre Manager and will be handed to relevant agencies if required).
- Kaiako will listen carefully and sensitively to the tamariki and follow the guidelines below.
  1. Believe what the tamaiti says.
  2. Assure them that you are glad they told you.
  3. Say you are sorry this happened to them.
  4. Assure them that it is not their fault.
  5. Let them know that you will help.

6. Do not interview the tamaiti or ask questions.
- It is recommended, but not mandatory, to inform the Manager and agree on an appropriate course of action.
  - Make a referral to Oranga Tamariki – Ministry for Children (formerly known as Child Youth and Family Services)
  - Contact Centre: 0508 326 459
  - Email: [contact@mvcot.govt.nz](mailto:contact@mvcot.govt.nz)
  - Contact a professional agency for guidance and support.
  - Where necessary arrange for physical care e.g. Medical care.
  - Seek professional support for kaimahi involved e.g. Counselling.
  - Ensure the whanau has contact with appropriate agencies for support.
  - Where there are reasonable grounds for believing that a kaiako has ill-treated or abused a tamaiti, the kaiako will be excluded from the Centre and the complaints procedures for kaiako employed by Ara will be followed.
  - Advise the Ministry of Education when a notification is made to a specified agency\*.

\*A specified agency is defined to include the NZ Police; Ministry of Health; Oranga Tamariki; Worksafe NZ, and the Teaching Council.

#### **Regulation 56**

**The service provider excludes any person employed or engaged in the service from coming into contact with tamariki if they have reasonable grounds to believe that the person:**

- **Has physically ill-treated or abused a tamaiti or committed a crime against tamariki; or**
- **In guiding or controlling a tamaiti, has subjected the tamaiti to solitary confinement, immobilization, or deprivation of food, drink, warmth, shelter, or protection.**

#### **Regulation 57**

**The service provider excludes any person employed or engaged in the service from coming into contact with tamariki if they have reasonable grounds to believe that the person:**

- **is in a state of physical or mental health that presents any risk of danger to tamariki; or**
- **Has an infectious or contagious disease or condition.**

**NOTE:** Any person can make a direct referral to the Police, or Oranga Tamariki if they believe a tamaiti is being abused.

***Date Adopted: May 2021***

***Review Date: March 2023***