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| POLICY STATEMENT | Whenua Iti Outdoors is fully committed to safeguarding the welfare of all children in its care, recognising the responsibility to promote safe practises and protect children from harm, abuse or exploitation while in the care of Whenua Iti Outdoors. |
| PURPOSE | To ensure the safety and wellbeing of all children in the care of Whenua Iti Outdoors and to promote good practise with regard to the safety and wellbeing of all children in the care of Whenua Iti Outdoors. |
| SCOPE | All Whenua Iti Outdoors employees and volunteers. All children that engage with Whenua Iti Outdoors. |
| RESPONSIBILITIES | <p>General Manager, Employees and Volunteers:</p> <ul style="list-style-type: none"> · To follow SAFE WORKING PRACTICE GUIDELINES to protect children from at risk situations and to protect staff from unwarranted suspicion · To adhere to all Child Protection Policies including all training and knowledge updates. · To report to the DPCP any suspicion of harm, abuse or exploitation of children. <p>Designated Person for Child Protection (DPCP): is ROSS MORTON, Safety and Programme Manager</p> <ul style="list-style-type: none"> · Be available for advice and support for staff who may have child protection concerns. If immediate contact is not available but required, then the person concerned should contact Oranga Tamariki 0508 ED ASSIST (0508 332 774) or 0508FAMILY (0508 326459) If immediate advice is not required then the DPCP will respond as soon as possible. · Ensure the Child Protection Policy is reviewed annually, and that staff are well informed · Ensure required staff have received child protection training, and that this is recorded · Ensure all practices and procedures have a child protection lens applied · Overseeing the maintenance and confidentiality of child protection records and documentation · Maintaining a good working relationships with Oranga Tamariki, local Police, and other local external agencies involved in child protection. · Ensuring that the list of contacts for child protection advice and support are kept up to date. · If required, undertake training and upskilling in order to effect the role. |
| SUPPORTING STATEMENTS | <ul style="list-style-type: none"> · Child protection is everyone's responsibility · The welfare of children is the primary concern · All children, whatever their age, culture, disability, gender, language, racial origin, socioeconomic status, religious belief and/or sexual identity have the right to protection from all forms of harm and abuse. · Children have the right to express views on all matters which affect them, should they wish to do so. · Our organisation will work in partnership together with children and parents/carers to promote the welfare, health and development of children. |
| GUIDELINES | <p><u>Identification of Abuse and Neglect:</u> All staff must be able to clearly identify the signs and symptoms of abuse, and have the confidence to take the appropriate action. See DEFINITIONS OF CHILD ABUSE</p> <p><u>Procedures for Responding and Reporting Child Abuse:</u></p> <ul style="list-style-type: none"> · Any issues of suspected child abuse must be taken seriously and handled in an appropriate manner that ensures the child's safety. If a member of staff has a child protection concern, then they must inform the DPCP as soon as possible. · See RESPONDING TO CHILD ABUSE FLOWCHART. · The DPCP will take responsibility for referrals to and follow-ups with other agencies. <p><u>Events that mix adults and children:</u> We recognise that there are times when people over the age of 18 attend our hui, overnight camps and trainings. WIO will ensure children's safety by following the guidelines outlined in SAFE WORKING PRACTISE GUIDELINES</p> <p><u>Confidentiality and Information Sharing:</u> Information sharing will be restricted to those who have a need to know in order to protect children. Refer CONFIDENTIALITY POLICY. See DEALING WITH DISCLOSURES OF ABUSE</p> <p><u>Relationships with External Agencies</u></p> <ul style="list-style-type: none"> · Whenua Iti Outdoors will maintain a good working relationship with Oranga Tamariki and with Police, and be familiar with the laws that serve to protect children from abuse. · We will consult with Oranga Tamariki, the Police, and with other appropriate agencies that have specialist knowledge to help us protect children from abuse. <p><u>Managing Allegations Against Staff:</u></p> <ul style="list-style-type: none"> · When abuse is suspected or an allegation made against a staff member, the first consideration will be to ensure the safety of the child. |

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| | <ul style="list-style-type: none"> Allegations will be treated in such a way that the rights of adults and the stress upon the staff member are also taken into consideration. The person managing the child abuse concern will not be the same person as that managing the employment issue. See QUICK REFERENCE FOR RESPONDING TO CHILD ABUSE AGAINST A STAFF MEMBER <p>Safer Recruitment: Whenua Iti will maintain a robust vetting and screening process for recruitment of all staff and volunteers. SEE POLICE VETTING, RECRUITMENT POLICIES</p> <p>Training of Staff:</p> <ul style="list-style-type: none"> All staff will read and have a copy of the Child Protection Policy. Reference to the Child Protection Policy will be made on a regular basis in staff meetings as a standing agenda item with the Safety Committee. Staff will be trained in child protection on annual basis, so that staff remain familiar with and up to date with the policy statements and procedures. <p>Safe Working Practices: See SAFE WORKING PRACTISE GUIDELINES</p> |
| DOCUMENT RETENTION REQUIREMENTS | <p>The Report of Concern, Reviews of Concern, notes etc will be held on file for 7 years, where after they will be destroyed.</p> |
| DEFINITIONS | <p>Child/Children: <i>anyone under the age of 18 years.</i></p> <p>Abuse: <i>See DEFINITIONS OF CHILD ABUSE</i></p> <p>Oranga Tamariki: <i>The agency responsible for investigating and responding to suspected abuse and neglect and for providing care and protection to children found to be in need.</i></p> <p>Disclosure: <i>Information given to Whenua Iti Outdoors by a child or youth or third party in relation to neglect or abuse.</i></p> <p>Exploitation: <i>See DEFINITIONS OF CHILD ABUSE</i></p> <p>Harm: <i>See DEFINITIONS OF CHILD ABUSE</i></p> <p>List of Contacts: <i>See FIRST AID FOR FAMILIES CONTACT LIST</i></p> <p>Police: <i>The agency responsible for responding to situations where a child is in imminent danger and for working with Child, Youth and Family in child protection work, including investigating cases of abuse or neglect where an offence may have occurred.</i></p> <p>Report/Review of Concern: <i>an official report made to an external agency by the DPCP</i></p> <p>Safety Committee: <i>Team of managers and senior staff tasked with overseeing the maintenance and review of the safety management system.</i></p> |
| SUPPORTING DOCUMENTS | <ul style="list-style-type: none"> Safe Working Practice Guidelines Definition of Child Abuse Responding to Child Abuse Flow Chart Dealing with Disclosures of Abuse Quick Reference for Responding to Child Abuse against a Staff Member Police Vetting Confidentiality Policy |
| REFERENCES | <ul style="list-style-type: none"> Children’s Act 2014 Children Young Persons and Their Families Act 1989 Privacy Act 1993 Human Rights Act 1993 Education Act 1989/1998 The Family Violence Act 2018 Care of Children Act 2004 Employment Relations Act 2000 Treaty of Waitangi Health & Safety in Employment Act 1992 Crimes Act 1961 |

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| Date Developed: January 2017 | Last Approved: February 2020 | Next Review Due: February 2021 |
| Approved By: General Manager | Version Number: 2.0 | Annual Review required |
| File Location: W:Drive / Management Tasks / QMS / Values Policies / Child Protection / Child Protection Policy | | |