

CENTRAL SCHOOL



Te Kura Waenga O Ngāmotu

NAG 5 – CHILD PROTECTION POLICY

PURPOSE

The Vulnerable Children’s Act 2014 requires the Central School Board of Trustees to have a Child Protection Policy. This policy ensures the well-being of children in our care and their protection from child abuse and neglect. It provides guidance to staff on how to identify and respond to concerns about the well-being of a child, including possible abuse or neglect.

DEFINITIONS

Worker: A worker is defined as a core worker (for example employees), a non-core worker and a contractor. All workers will be safety checked in accordance with the law. Non-core workers include volunteers who have more than incidental physical, oral or electronic contact with children, e.g. overnight, once a week or four times per month.

Volunteer: A volunteer is defined as an unpaid volunteer who has incidental contact with children at Central School Te Kura Waenga O Ngāmotu. There is no legal requirement to safety check volunteers.

POLICY

- 1) The Board is committed to child protection and recognises the role and responsibility of all our staff in the protection of children.
- 2) The safety and well-being of the child is the top priority when considering suspected or alleged abuse. The interests and protection of the child is paramount at all times.
- 3) The Board and Staff will support the roles of the New Zealand Police and Oranga Tamariki in the investigation of suspected abuse and advice will be sought from these agencies in all cases of suspected/alleged abuse.
- 4) Staff will be supported to protect children in their care and to know how to identify and respond to possible abuse.

- 5) If a concern is raised or an allegation made that involves a worker or volunteer, the Board Chairperson must be notified immediately. To ensure the child is kept safe, the Principal may take steps to remove the worker or volunteer against whom an allegation has been made from the environment, subject to the requirements of the applicable legal relationship.
- 6) The Principal must:
 - a. Have appropriate procedures to meet child safety requirements.
 - b. Comply with relevant legislative requirements and responsibilities.
 - c. Make this policy available on the Central School Te Kura Waenga o Ngāmotu website.
 - d. Ensure that workers are able to identify the signs and symptoms of potential abuse and neglect, deal with disclosures by children and allegations against workers and volunteers and are able to take appropriate action in response.
 - e. Support workers to work in accordance with this policy, to work with partner agencies and organisations to ensure child protection policies are understood and implemented.
 - f. Consult, discuss and share relevant information in line with confidentiality and privacy principles in a timely way regarding any concerns about a child with the Board Chairperson or designated person.
 - g. Seek advice as necessary from relevant agencies when child safety issues arise.
 - h. Make professional development, resources and/or advice available to ensure all workers can carry out their roles in terms of this policy.
 - i. Undertake safety checks as required by the Vulnerable Children Act 2014 and regulations made pursuant to that Act, and in line with Central School Te Kura Waenga O Ngāmotu's police vetting procedures.
- 7) The workers must:
 - a. Comply with all procedures in place at any time so as to meet child safety requirements.
 - b. Comply with relevant legislative requirements and responsibilities.
 - c. Ensure that they are able to identify the signs and symptoms of potential abuse and neglect, deal with disclosures by children and allegations against staff members and take appropriate action in response.

- d. Work in accordance with this policy, work with partner agencies and organisations to ensure child protection policies are understood and implemented.

GUIDELINES

- 1) Any person in our school who believes that any child or young person has been, or is likely to be harmed (whether physically, emotionally or sexually), ill-treated, abused, neglected or deprived must follow school procedures and a report of concern made to Oranga Tamariki.
- 2) Keeping Ourselves Safe, Me Mohio Kia Pehea (three yearly) and other self-esteem programmes supported by the Police will constitute a regular part of the essential learning area in Health and Physical Education.
- 3) Decisions about when parents or caregivers are informed is best left to the statutory agency involved.
- 4) The vital role of cultural groups and local support agencies in supporting the Police should be recognised by the school and Principal in their ongoing communication and liaison with the wider community. Similarly, the role of relevant statutory agencies should be recognised in the consultative process.

POLICE VETTING PROCEDURES

Who is vetted?

All Support Staff are vetted every three years.

Parents who have more than incidental contact with students without a teacher present e.g.

- Attending camps
- Sports coaching

If there is a NO RESULT that person is clear to work.

If there is a RESULT it is discussed with the Principal who will make a decision on what action to take.

Contractors not police vetted are requested to access the site between:

7.00am – 8.15am and 3.15pm – 5.30pm

Regular contractors that have been police vetted by Central School Te Kura Waenga o Ngāmotu are able to access the site during contact hours.

Contractors with existing police vets done elsewhere may not be applicable to this site as they may not have been done under the group Children/Youth.

Caretaker accompanies all Contractors on site that have not been police vetted.

How is vetting done?

This is done by the office administrators asking staff/parent/contractor to complete a police vetting form and provide two forms of photographic ID. These must be personally handed to the office administrator who will then check and enter the details on the Police Vetting website. The results are usually back within 2 weeks.

Police Vet results are stored electronically and are accessed by the Privacy Officer.

Definition

More than incidental is:

- Overnight
- 4 days a month
- At least once a week