

10. Paparimu School Child Protection Policy



Purpose:

Paparimu School recognises that all staff and Trustees have an obligation and full and active part to play in protecting students from harm and to ensure the wellbeing of children in our care so they thrive, belong and achieve. We are committed to the prevention of child abuse and neglect and to the protection of all children. The safety and wellbeing of the child is our top priority. Advice will be sought through appropriate agencies in all cases of suspected or alleged abuse.

This policy covers all staff of Paparimu School who have direct or indirect contact with children, and covers all children who staff may come into contact with during the course of their work. Children are any children enrolled at, or visiting the school. This includes those staff, paid or voluntary, employed directly by Paparimu School, as well as those professionals contracted or invited to provide services to children in the care of Paparimu School. This includes teaching and non-teaching staff.

Definitions:

For the purposes of this policy:

- **“Child”** means a boy or girl under the age of 14 years, “Young Person” means a boy or girl of or over the age of 14 years but under 17 years; but does not include any person who is or has been married or in a civil union (Children, Young Person, and Their Families Act 1989, Section 2.)
- **“Staff”** means all those employed and engaged by Paparimu School, whether paid or voluntary.
- **“Employee”** – a person of any age employed to do any work for hire or reward.
- **“Engaged”** – someone other than an employee who is engaged to do any work for gain or reward – e.g. a contractor
- **“Volunteer”** – a person of any age who assists in the supervision of children for no gain or reward

Reporting

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 may also report the matter to a social worker (via Oranga Tamariki) or the local police.

Roles and Responsibilities of Staff

Paparimu Staff (including Principal):

All staff have a responsibility to keep children safe and have a role in reporting concerns of potential or actual abuse. It is the responsibility of staff to be vigilant, have knowledge and awareness of the indicators of neglect, potential or actual abuse and to report any concerns, suspicions or allegations of suspected abuse immediately and ensure that concern is taken seriously and reported.

Staff relationships with students are guided by the Education Council Code of Ethics, the Practising Teacher Criteria and the Paparimu School Code of Ethics. Teachers are committed to engaging in ‘ethical, respectful relationships with all akonga’, and are also required to keep professional and ethical boundaries to keep themselves and all children safe.

Staff will:

- Ensure the interests and protection of the child are paramount in all circumstances.
- Recognise the rights of family/whanau to participate in the decision-making about their children.
- Ensure that they are able to identify the possible signs and symptoms of potential abuse and neglect, deal with disclosures by children and allegations against staff members and are able to take appropriate action in response.
- Ensure they are familiar with this policy and the Paparimu School Child Protection Procedures.

The Principal/DPCP:

In this document a DPCP is referenced. At Paparimu School the **Designated Person for Child Protection (DPCP)** is the **Principal**.

The DPCP is responsible for ensuring (in conjunction with the Board of Trustees) that this policy is kept updated. The DPCP is additionally responsible for ensuring this policy is shared with new staff upon induction. This person will attend relevant training with key community workers, and maintains working relationships with the local community workers, police, Oranga Tamariki (ex CYF), social workers, public health nurse and other members of the community that assist with forming cohesive networks that support child protection.

The Principal/DPCP will:

- Ensure the safety and wellbeing of children come first and is paramount in any decision making.
- Promote a culture where staff feel confident they can constructively challenge or raise issues of concern without fear of reprisal.
- Make available professional development, resources and/or advice to ensure all staff can carry out their roles in terms of this policy.
- Consult, discuss and share relevant information, in line with our commitment to confidentiality and information sharing protocols, in a timely way regarding any concerns about an individual child.
- Be available to staff in a timely manner by way of face to face meeting or telephone contact, for consultation, advice and supervision where concerns in relation to a child have been raised.
- Seek advice as necessary from NZSTA on employment matters and other relevant agencies where child safety issues arise.
- Ensure that this policy forms part of the initial staff induction programme for each staff member.
- Ensure that a Police Vet/Safety Check is completed for all people employed or engaged in work that involves regular or overnight contact with children.
- Where practicable, ensure Police Vets are completed for regular volunteers.
- Ensure that student teachers are safety checked by the education organisation they attend.
- Make decisions, in consultation with Oranga Tamariki (ex CYF), as to whether or not the matter warrants a Report of Concern to Oranga Tamariki or notification to Police.
 - Follow up any Oranga Tamariki Report of Concern within 3 days of it being made if no response is received
 - Ensure that any Report of Concern to Oranga Tamariki or Police which has not been dealt with satisfactorily or where there are still concerns held by Paparimu School in relation to a child, is advocated at senior levels both within Oranga Tamariki and Police.

Safe Recruitment of Staff

This section outlines the school's procedures for identifying and assessing that all staff who have contact with children, whether directly or indirectly, are safe. This includes how staff are recruited and what safety checks are undertaken.

Interviewing of Prospective Staff

- Interviews for applicants should be done face to face if possible.
- As well as qualifications and experience, interviews must ascertain if the person would pose a risk to children.
- Reference checking is compulsory and may uncover any gaps or differences from what the applicant has disclosed.

Identity Confirmation

All people employed must provide the following documentation:

One primary form of identification, for example:

- NZ or overseas passport
- NZ full birth certificate that is issued on or after 1 Jan 1988 with a unique ID number

A secondary form of official identification, for example:

- NZ drivers licence
- Community Services Card
- IRD number

NB: One of the forms of identification must include a photo. If the name of the person differs from the name on the documentation they provide, e.g. marriage or deed poll, they will need to produce a supporting document that shows evidence of the name change

Policy Review

- This policy must be reviewed within three years of its first adoption or its most recent review. It is generally reviewed yearly.

Approved: Board of Trustees meeting, 15th of November, 2015

Reviewed: 30th of June 2016

Reviewed: 27th of September 2017

Signature of Chair: _____ **T. Curtin** _____

Review schedule: Yearly

Next Review: November 2018

Child Protection Policy Appendix Items

Definition of Child Abuse:

The Children, Young Persons and their Families Act, 1989, defines child abuse as "...the harming (whether physically, emotionally, sexually), ill-treatment, abuse, neglect, or deprivation of any child or young person".

The following definitions are provided for guidance but should not be seen as an exhaustive list.

Physical abuse is a non-accidental act on a child that results in physical harm. This includes, but is not limited to, beating, hitting, shaking, burning, drowning, suffocating, biting, poisoning or otherwise causing physical harm to a child. Physical abuse also involves the fabrication or inducing of illness.

Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effect on the child's emotional development. This can include a pattern of rejecting, degrading, ignoring, isolating, corrupting, exploiting or terrorising a child. It may also include age or developmentally inappropriate or unrealistic expectations being imposed on children. It also includes the seeing or hearing the ill treatment of others.

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities (penetrative and non-penetrative, for example, rape, kissing, touching, masturbation) as well as non-contact acts such as involving children in the looking at or production of sexual images, sexual activities and sexual behaviours.

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, causing long term serious harm to the child's health or development. It may also include neglect of a child's basic or emotional needs. Neglect is a lack: of action, emotion or basic needs.

Intimate Partner Violence or Family Violence is physical, emotional, sexual and other abuse by someone of a person with whom they have or have had some form of intimate relationship, such as marriage or cohabitation, in order to maintain power and control over a person.

Cumulative Harm refers to the effects of patterns of circumstances and events in a child's life, which diminish a child's sense of safety, stability and wellbeing. Cumulative harm is the existence of compounded experiences of multiple episodes of abuse or 'layers' of neglect. The unremitting daily impact on the child can be profound and exponential, covering multiple dimensions of the child's life.

For further information, staff can refer to the "How can I Tell?" booklet published by Child Matters and Working Together booklet from Child Youth and family.

Relevant Legislation/Regulation

- Vulnerable Children Act 2014
- Children, Young Person and Their Families Act 1989
- Crimes Act 1961
- NAG 5
- Health and Safety at Work Act 2015
- Human Rights Act 1993
- The Treaty of Waitangi
- Privacy Act, 1993

Relevant Papanimu School Policies/Procedures:

- Child Protection Procedures
- Health and Safety Policy
- Papanimu School Staff Code of Conduct
- Visitors Procedure
- EOTC/Overnight Camp Procedures
- Social Media/Internet Use procedure