

## CHILD PROTECTION POLICY

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### Rationale

Community Networking Trust (CNT) is committed to the prevention and early detection of abuse and/or neglect of children and young people.

The purpose of this policy is to provide staff guidelines by which to identify and respond appropriately to concerns of child abuse either; physical, emotional, and sexual or neglect and to understand their role in keeping children safe.

All services delivered by CNT reflect the principle that the welfare and interest of the child and young person are the first and paramount consideration.

This policy covers all staff who have direct or indirect contact with children. For the purposes of this policy "staff" is defined as anyone working for this organisation whether paid, voluntary, contracted or on placement.

### Guidelines

- At all times a child or young persons safety and welfare are paramount
- We will always comply with relevant legislative responsibilities
- Information will be shared in a timely way and any concerns about an individual child will be discussed with colleagues, Team leader or the Manager.
- A culture where staff feel confident that they can constructively challenge poor practice or raise issues of concern without fear of reprisal will be promoted.
- At no time will staff use methods of discipline or control that involve physical or emotional punishment
- Volunteers will be well supervised and visible to staff when interacting with children.

### Recruitment and Employment (Safety Checking)

In accordance with Children's Act 2014, all necessary safety checks will be undertaken on new and existing staff. If there is any suspicion that an applicant might pose a risk to children, that applicant will not be employed or used as a volunteer.

### **Training, Supervision and Support**

CNT will ensure that all employees who work directly with young people receive the appropriate training and resources to enable them to identify the signs and symptoms of potential abuse, understand their obligations to act in the interests of the child or young person and are able to take appropriate action in response.

The Community Networking Trust will ensure that the Ministry for Children / Oranga Tamariki be advised immediately where there are concerns a child or young person is at risk from abuse or serious danger.

### **Responding to suspected Abuse or Neglect**

All suspected or observed incidents or reports of child abuse will be responded to in a manner which ensures the child's immediate and future safety. If there is clear evidence or reasonable cause to believe an instance of abuse has taken place the CNT Manager or appropriate staff member shall notify the Ministry for Children / Oranga Tamariki, or NZ Police.

If abuse is suspected or alleged, all details will be documented by the staff member concerned. These concerns may either be reported to the CNT Manager or Team leader who will make the 'report of concern' to Oranga Tamariki / Police, or the staff member involved may make the report of concern independently.

Appropriate supervision / support will be provided to the staff member(s) involved.

A central register of all 'reports of concern' will be kept by the CNT Manager. Any staff member making a report of concern must ensure that this register is updated as appropriate and a copy placed in the client file. The information must include any responses received or follow up made by Ministry for Children - Oranga Tamariki. Verification of receipt of the notification must also be received and kept on file in the register.

**If a child or young person is in immediate danger call POLICE ON 111**

**All reports of concern go through the Ministry for Children - Oranga Tamariki**

**Contact Centre. Phone: 0508 FAMILY or 0508 326 459**

**Email: [contact@ot.govt.nz](mailto:contact@ot.govt.nz)**

