



TamaiSports

Child Protection Policy & Code of Conduct

EXTERNALLY REVIEWED BY



Safeguarding Children
Tiakina ngā tamariki

TABLE OF CONTENTS

PURPOSE	1
SCOPE	1
POLICY STATEMENT	2
RESPONSIBILITY STATEMENT	2
DEFINITIONS	4
DESIGNATED PERSON	6
COMMITMENT TO TE TIRITI O WAITANGI	7
SAFEGUARDING CODE OF CONDUCT	8
REPORTING OF CONCERNS	11
RESPONDING TO A DISCLOSURE OR KNOWN/SUSPECTED ABUSE OR NEGLECT	13
RESPONDING TO A COMPLAINT OR ALLEGATION MADE AGAINST A WORKER	15
CONFIDENTIALITY AND INFORMATION SHARING	16
SAFE RECRUITMENT – SAFETY CHECKS FOR NEW EMPLOYEES	16
SAFE RECRUITMENT – SAFETY CHECKS FOR EXISTING EMPLOYEES	17
TRAINING FOR ALL TAMAI SPORTS MEMBERS	17
INDUCTION AND TRAINING OF STAFF AND VOLUNTEERS	18
TRANSPORT, OVERNIGHT STAY, ONE ON ONE INTERACTIONS AND COACHING POLICIES	19
LEGISLATION	20
SUPPORTING DOCUMENTS	20
CHILD AND YOUTH PROTECTION REPORTING FORM	21

APPENDICES

APPENDIX 1 – INDICATORS OF ABUSE OR NEGLECT	22
--	-----------

TAMAI SPORTS CHILD AND YOUTH PROTECTION POLICY

Tamai Sports (TS) believes that all staff, whether paid or volunteer, must be aware of their responsibilities for safeguarding and promoting the welfare of children and young people. Having these child protection policies and procedures in place provides staff with a guide on best practice, ensuring they have confidence in their roles, responsibilities and positive interactions with children. TS is to put an emphasis on creating a safeguarding culture which means placing a child's rights, safety and dignity at the forefront of every decision.

PURPOSE

This child protection policy:

- Details Tamai Sports commitment to protecting children and young people in their care.
- Provides staff and volunteers with clear guidance on how to recognise and respond to suspected or confirmed cases of child abuse.
- Ensure reported concerns are referred to appropriate child protection agencies or authorities.

SCOPE

Tamai Sports Child Protection Policy applies to:

- ALL staff (paid or volunteers), including students on placement, visitors, contractors
- Board of Trustees
- The children Tamai Sports provides a service to and their associated children, family, caregivers or guardians
- Visitors
- Anyone working on behalf of or contracted to of Tamai Sports. (guests etc.)
- When/If Tamai Sport enters any other school/club we must see their Child protection policy

POLICY STATEMENT

Tamai Sports is a Sports Program that enables children the opportunity to participate who would not have had the opportunity otherwise.

We are committed to:

- Ensuring the safety and wellbeing of children and young people is our primary concern.**
- Helping to protect all children and young people regardless of age, disability, gender, race, religious belief, sexual orientation or identity.**
- Maintaining focus on a child's best interests when responding to suspected or confirmed abuse.**
- Recognising the importance of family and their right to participate in decisions made about their child(ren), unless this would result in increased risk to the child(ren).**
- Encouraging anyone to report suspected or confirmed child abuse to NZ Police or Orange Child as guided by the Tamai Sports safeguarding and child protection policy.**

TAMAI SPORTS RESPONSIBILITY STATEMENT

Tamai Sports is responsible for maintaining a workable and robust Safeguarding and Child Protection Policy with information, tools and support to:

- Ensure the safety and wellbeing of children is considered in all aspects of our business.**
- Provide a Safeguarding Culture for both children and staff.**
- Ensure staff can effectively respond and report concerns.**
- Promote a culture where all staff feel confident to challenge poor practice and raise issues of concern.**

- Educate staff in Child Protection upon induction and every two years ongoing.
- Create opportunities for staff to be trusted points of contact and positive role models for children and young people in our care.
- Comply with applicable, current legislation and always implement best practice.
- Assign a qualified designated person.
- Facilitate organisational connections with local services and agencies that support families.
- Adopting Safeguarding Culture through procedures and a Code of Conduct for staff and volunteers.
- Recruiting staff and volunteers safely, ensuring all necessary checks are completed before starting work with children and young people.
- Sharing information about child protection with children, parents and staff.
- Sharing information about concerns for children and young people with agencies who need to know, and involve parents and children appropriately.
- Providing effective management for staff through induction, supervision, support and training.



DEFINITIONS

Term	Definition
Abuse	<i>Is the improper usage or treatment of someone or something, often to unfairly or improperly gain benefit. Abuse can come in many forms, such as: Physical or verbal maltreatment, injury, assault, violation, rape, unjust practices; crimes, or any other types of aggression.</i>
Child Abuse & Neglect	<i>The harming (physical, emotional, sexual), ill- treated, abuse, neglect or deprivation of any child or young person. It includes actual, potential and suspected abuse.</i>
Child (Child)	<i>Individual aged 0-14</i>
Child Protection	<i>The actions taken to ensure the safety of a child or young person in cases where there is abuse or neglect.</i>
Children’s Worker	<i>A person who works in, or provides a regulated service, and the person’s work:</i> <ul style="list-style-type: none"> <i>(a) May or does involve regular or overnight contact with a child or children (other than children who are co-workers).</i> <i>(b) Takes place without a parent or guardian of the child or children being present.</i>
Designated Person	<i>Someone who has completed the Safeguarding Children eLearning courses. They have an advance understanding of child protection policies and record keeping.</i>
Disclosure	<i>Information about the abuse or neglect provided by a child, young person, parent, caregiver or any other person.</i>
Emotional Abuse	<i>Any act or omission that results in impaired psychological, social, intellectual or emotional functioning and development of a child or young person</i>
Family Harm	<i>Any violent act inflicted by one family member on another. It has many forms including physical, sexual, emotional or economic abuse.</i>
Grooming	<i>When someone builds a relationship, trust and emotional connection with a child or young person to gain their trust for the purposes of manipulation, sexual abuse or exploitation.</i>
Members	<i>A person, country or organisation that has joined a group, society, or team.</i>

Neglect	<p>Any act or omission that results in impaired physical/emotional functioning, injury or development of a child or young person and can include:</p> <p>Physical Neglect- not providing the necessities of life.</p> <p>Neglectful Supervision – leaving children alone or without someone safe to look after them.</p> <p>Emotional Neglect – not providing comfort, love and attention to the child or young persons needs.</p> <p>Medical Neglect – Failure to meet a child or young person’s health needs.</p> <p>Educational neglect – allowing chronic truancy, failure to enrol children in school, or inattention to their special education needs.</p>
Position of Trust	<p>The relationship between a caregiver (adult 18 years or older) or peer (for example, Youth Leader) and their charges (child, young person) which means they have or are perceived to have, power, influence or authority as dictated by their role or duties assigned to them by an organisation. A Position of Trust is one of privilege. However, this power and influence can lend itself to abuse in the wrong hands.</p>
Safeguarding	<p>Safeguarding is the action that is taken to promote the welfare of children and young people and protect them from harm.</p>
Safety Check	<p>Safety Check means verifying identity and gathering information through application forms, face to face conversations, police vetting, and reference checks.</p>
Sexual Abuse	<p>Sexual Abuse involves forcing or enticing a child or young person to take part in sexual activities of any kind. Sexual abuse occurs solely because of behaviours or decisions made by the person abusing and not because of any particular quality of a child or young person. A sexual relationship between an adult and a child or young person will always be wrong, unequal and unacceptable.</p>
Staff	<p>Any person brought into the organisation to provide services, including paid staff, managers, contractors, volunteers, students on placement and board members.</p>
Vulnerability	<p>Children or young people who are at the significant risk of harm to their wellbeing now, and into the future as a consequence of the environment in which they are being raised, and in some cases, due to their own complex needs.</p>
Whistleblowing	<p>Whistleblowing is the term used when a worker passes on information concerning wrongdoing via an open, transparent and safe working environment where workers feel able to speak up.</p>
Young Person	<p>Individuals aged 15-18</p>

DESIGNATED PERSON

Tamai Sports designated person for child protection is:

- **Ben Hamilton (Program Director)**
- **bhamilton@tamaisports.co.nz**
- **0273904747**

Please contact Ben Hamilton on 0273904747/bhamilton@tamaisports.co.nz with any issues relating to child's safety, wellbeing or for guidance regarding the Tamai Sports Safeguarding and Protection Policy.

Designated Person Responsibilities:

- **Identify any barriers to implementation and compliance with the Child Protection Policy and remedy these.**
- **Ensure the Child Protection Policy and supporting documentation is readily available to all workers.**
- **Ensure all workers have received regular child protection training as per our Child Protection Policy.**
- **Communication with all staff of any updates.**
- **Notifying relevant agencies if a child or young person is suffering from suspected or actual abuse or neglect.**
- **Keep up to date with changes in legislation.**
- **Promote Tamai Sports commitment to a culture of Safeguarding.**

COMMITMENT TO TE TIRITI O WAITANGI & THE IMPORTANCE OF CHILDREN & YOUNG PEOPLE

Tamai Sports acknowledges Te Tiriti o Waitangi and will always ensure our commitment to young people through acknowledging the unique space that Maori hold as tangata whenua (the indigenous people) of this land. Further, the kaupapa of valuing child and young person (children and young people) as important members of our roopu and whānau (organisation and family) is reflected in Tamai Sports Program's approach to Child & Youth Protection.



SAFEGUARDING CODE OF CONDUCT

Tamai Sports is committed to and proud to promote a Safeguarding Culture. This Safeguarding Code of Conduct is Applicable to all Tamai Sports workforce members, including paid, voluntary, and contracted staff members.

Staff Must...

- √ *Only undertake Tamai Sports duties upon conclusion of safer recruitment elements including police vetting, revising (every two years) and induction. Making certain prior to/during employment any known/potential charges/convictions are reported.*

- √ *Reflect safeguarding as a shared responsibility, upholding all expected practice and behaviour including but not exclusive to:*
 - ⇒ *Always operate to the best interests of the child or young person .*
 - ⇒ *Wearing TS ID/Attire (provided).*
 - ⇒ *Promoting an inclusive culture, across all areas of diversity.*
 - ⇒ *Completing all mandatory safeguarding training requirements.*
 - ⇒ *Using TS information and communications technology resources for communication needs.*
 - ⇒ *Making certain all verbal engagement with/or around child or young person is positive and age/development level appropriate.*
 - ⇒ *Only use TS behaviour management processes when addressing any challenging behaviour.*

- √ *Operate within the sight and sound of others.*

- √ *Obey mandatory welfare and/or practice concern reporting processes.*

- √ *Obtain written parent or carer consent for:*
 - ⇒ *Provisions requiring 1-1 working and/or physical contact.*
 - ⇒ *For services identified as needing direct child or young person information and communication technology.*
 - ⇒ *Excursions, overnight stays, sleeping arrangements and travel.*
 - ⇒ *The taking and sharing of imagery (photography and/or videography).*

Staff Must Not...

- ⊗ *Leave a child or young person unattended or alone with unauthorised adults.*
- ⊗ *Use their Position of Trust for any purpose that would be of detriment to a child, young person or their Whanau.*
- ⊗ *Undertake any form of sexual engagement or behaviour in the presence of, between or with an under 18 accessing or providing TS services.*
- ⊗ *Perform any conduct that may question motivation and/or intentions or be open to perceptions of grooming. Includes but is not exclusive to:*
 - ⇒ *Giving out personal gifts.*
 - ⇒ *Encouraging out-of-service/social contact and/or taking a child or young person to out-of-service facilities e.g. personal homes, etc.*
 - ⇒ *Being secretive or encouraging secrecy amongst others.*
 - ⇒ *Demonstrating favouritism or exclusion towards child or young person.*
- ⊗ *Initiate or participate in any unnecessary, unwanted or inappropriate physical contact e.g. boisterous games, personal care (when the person is capable of self-care), unnecessary affection, etc.*
- ⊗ *Use behaviour management outside of TS requirements, including but not exclusive to:*
 - ⇒ *Any form of physical punishment/discipline or degrading treatment.*
 - ⇒ *Any form of emotional abuse including threats, references to diversity differences, withdrawal of care necessities, etc.*
- ⊗ *Attend work in the possession of/under the influence of drugs or alcohol.*

Parent/Caregiver Guidelines...

- ⇒ *Theirs and their children's voice is valued, and they may be asked for their views and/or feedback.*
- ⇒ *Must be contactable or nominate an emergency contact for service provision timeframes.*
- ⇒ *Encouragement to tell someone if they or someone else is being treated differently to the organisational agreed standards and/or if they are worried about someone.*
- ⇒ *Expected behaviour when attending programmes/events.*
- ⇒ *Expectations on engagement and behaviour with others (other children/staff, etc.), including they be dissatisfied E.g.*
 - *Remembering staff are people too and some may be young staff.*
 - *Not raising their voices/using inappropriate language towards staff, particularly in the vicinity of child or ranagatahi.*
 - *Any conduct that is perceived as being abusive, racist, sexist, bullying, harassing, threatening would result in service exclusion.*
- ⇒ *Inclusivity is promoted and TS will undertake all reasonable steps to accommodate any specific needs, including exploring external support structures if available.*
- ⇒ *Examples of the conduct/behaviours that could breach TS expectations and how they may be managed:*
 - *For child or ranagatahi: immediate strategies such as timeout, as well as Behavioural Management Plans that incorporate parent or carer involvement and agreement.*
 - *For child or young person and adults: serious concerns (e.g. illegal behaviour, danger, harm towards self or others, persistent failings to comply, etc.) may result in temporary and/or permanent exclusion.*
- ⇒ *Parental supervision requirements e.g. dropping off/collecting child or young person when attending services/programmes with their children.*
- ⇒ *Imagery requirements (e.g. Taking and sharing imagery) noting:*
 - *Taking of imagery is not permitted unless authorised by designated person.*
 - *TS will create opportunities for imagery to be taken safely.*
 - *How breaching imagery requirements may place others at risk (e.g. from family violence, adopted children and fostered children etc.)*
- ⇒ *Safeguarding is a shared responsibility.*

Child and whanau guidelines...

- ⇒ *Child and young person are valued and may be asked for their views and feedback.*
- ⇒ *Inclusivity is promoted, with child and young person being encouraged to value and embrace differences.*
- ⇒ *Specific Rules e.g. prohibited areas, not leaving the site or programme without staff permission, access to certain area (e.g. bathrooms, changing rooms, etc.)*
- ⇒ *Expectations on engagement and behaviour with others (other children/staff, etc.) is confirmed.*
- ⇒ *Behaviour outside of expectations will be addressed and what this may look like (e.g. time out, phoning parents or caregivers).*
- ⇒ *Everyone has a responsibility to take care of themselves and others.*
- ⇒ *Encouragement to tell someone if they or someone else is being treated differently to how TS says they will be and/or if they are worried about someone.*
- ⇒ *All children and young people are listened to and believed.*

REPORTING OF CONCERNS

Any concerns of suspected child abuse must be taken seriously and handled in an appropriate manner that ensures the young person's safety. Please read the following information in conjunction with the flow chart which outlines the process for reporting a Child & Youth Protection concern. Oranga Child is also available to provide advice, as well as for reporting cases of suspected abuse.

Anyone can contact Oranga tamariki (or Police) directly at any time.

- **If there is no apparent imminent danger to the young person, it is still encouraged to make a report of concern to Oranga Child.**

FLOWCHART FOR SUSPECTED OR REPORTED ABUSE OR NEGLECT

You are concerned about a child and young person because you have:

- ⇒ Been made aware of possible harm/abuse of a child or young person via your involvement in Tamai Sports Program and/or;
- ⇒ Observed indicators of abuse and/or;
- ⇒ Received a disclosure from them about some form of abuse.

Do your concerns relate to a child or young person in immediate danger and need of protection?



YES

NO

CONTACT Police (111)

Do you have concerns that a child or young person is experiencing abuse or neglect.

AND



Contact the Designated person:

- ⇒ Advise them of your concern and action taken



YES

- ⇒ Complete the Child Protection Reporting Form and send to the DESIGNATED PERSON ASAP within one working day.



The Program Manager (designated person) will:

- Consider all information and take action as required and advise.
- Arrange for advice and support for all affected parties.
- Arrange a debrief.

Police – 111

Oranga Tamariki - 0508 326 459

**If you have an immediate concern about a child or young person's safety and/or well-being:
You must contact the Police (111) at any time if you believe a young person is at risk of harm/abuse.**

RESPONDING TO A DISCLOSURE OR KNOWN/SUSPECTED ABUSE OR NEGLECT

Your responsibility is to listen and record and refer if necessary; not investigate. Remember that the safety and well-being of the child or young person is the priority and comes before...;

- **Believe them and reassure them that you believe them.**
- **Listen to them, allow them to speak without interrupting them;**
- **Do not promise not to talk to anyone else about their situation. Say that, depending on what they tell you, you may need to seek further help;**
- **Look at the young person directly, but do not appear shocked;**
- **Do not seek help while the young person is talking to you (this can be off-putting to them);**
- **Offer reassurance, without passing any judgement;**
- **Assure them that they have done the right thing by telling someone, that it's not their fault, and you will do your best to help;**
- **Be aware that the young person may have been threatened;**
- **Let them know that you need to tell someone else;**
- **Let them know what you are going to do next and that you will let them know what happens.**
- **Ensure that while the young person is talking to you that you are not alone with them, or that you are at least in visual sight of others.**

ONCE AWAY FROM THE YOUNG PERSON, THE FOLLOWING STEPS ARE IMPORTANT:

- **Immediately contact the DESIGNATED PERSON (program manager)**
- **Write careful notes of what was said; use actual words wherever possible, use the Child & Youth Protection Reporting Form.**
- **Sign, date, time and who was present and send your Child & Youth Protection Reporting Form to the DESIGNATED PERSON (program manager);**
- **Please maintain contact with the DESIGNATED PERSON (program manager) if you learn that anything around the situation with the child or young person changes;**

The Program Manager is responsible for on-going liaison with New Zealand Police and Oranga Tamariki for the release of information and documentation relating to a reported issue. The Program Manager will ensure the genuine identity of any person who requests information. Consideration needs to be given to procedures regarding contacting the parents/caregivers.

If the situation calls for it, the Program Manager is to inform NZ Police and/or Oranga Tamariki as appropriate and will maintain contact with these agencies with any updates about the young person, to re-report if situations stay the same or get worse, and to Tamai Sports Program is kept informed. They will arrange for advice and support to be made available for all affected parties when child abuse is suspected. They will follow the correct protocols and inform the Executive Director of Tamai Sports. If anyone is concerned about how a situation is being managed once a concern has been raised, they can contact the appropriate person listed in the Key Contacts.

- **The Program Manager will debrief with necessary parties and conduct a review after each concern has been raised to ensure that the procedures and reporting lines remain robust and effective.**
- **If you receive any external or media queries, please direct them to the Program Manager.**
- **Emergency Contact Number if staff perceive the child or young person is in immediate danger.**

RESPONDING TO A COMPLAINT OR ALLIGATION MADE AGAINST A WORKER

Firstly, it's important to note that anyone in Tamai Sports has the right to report any concerns or suspicions about another member in confidence and free from harassment.

Any allegation that an anyone has behaved in an inappropriate or unsafe way must be taken seriously and handled in an appropriate manner that ensures the child or young person's safety first, as well as respecting the confidentiality (where appropriate) of all TS staff, volunteers and members.

Tamai Sports will not act alone and will respond to suspicions and allegations of child abuse by an adult member in a manner which best ensures the child or young person's immediate and long-term safety. We will treat all suspicions or allegations against adult members and staff members with the same seriousness. No person in Tamai Sports will collude to protect an individual or the Movement. The safety and wellbeing of children and young people will remain paramount in all situations.

Tamai Sports will support members who report concerns about abuse in good faith, even if an investigation results in no further action being taken. The law will also protect any person disclosing or supplying information in good faith.

The Program Manager must immediately ensure that any reported individual does not have any contact with the young person making the allegation and will be prevented from having further unsupervised access to the child or young person during any investigation.

It is important that no internal enquiry is undertaken, and no evidence gathered that might prejudice any criminal investigation. If the Police decide to undertake a criminal investigation, then the adult member may be temporarily withdrawn from all Tamai Sports activities as a precautionary measure. Tamai Sports is aware that an adult member who it has placed on precautionary suspension also works with children or young people for another organisation, either as an employee or a volunteer, it will ensure that New Zealand Police is informed of the suspension and the possible membership of another organisation.

Allegations will be treated in such a way that the rights of adults and the stresses associated with potential false allegations are also taken into consideration and Tamai Sports will ensure appropriate support is made available. If a criminal prosecution is not pursued, then a disciplinary enquiry may still be undertaken if there are "reasonable grounds for concern" around adherence to any organisational policy. The allegation may represent inappropriate

behaviour or poor practice by an adult member which needs to be considered under internal disciplinary procedures.

CONFIDENTIALITY AND INFORMATION SHARING

The Program manager (designated person) is responsible for on-going liaison with New Zealand Police and Oranga Tamariki for the release of information and documentation relating to a reported issue. The DESIGNATED PERSON will ensure the genuine identity of any person who requests information. Consideration needs to be given to procedures regarding contacting the parents/caregivers.

These decisions will be made in consultation with Oranga Tamariki and/or Police to ensure that the risk to the young person is not increased or that the investigation is not hindered in any way.

Tamai Sports recognises that all members must act within the legal requirements of the Privacy Act, Oranga Tamariki Act, and other relevant legislation. There are provisions within each of these acts for sharing information needed to protect young people and enable other people to carry out their legitimate functions. Information sharing will be restricted to those who have a need to know to protect young people and all affected parties.

If you have concerns about a child or young person you must share with Tamai Sports designated person. Tamai Sports also understands that by Law they are able to legally share concerning information with relevant identities (e.g. Schools)

SAFE RECRUITMENT- SAFETY CHECKS FOR NEW EMPLOYEES

The vast majority of adults working with young people provide a safe and supportive environment. Unfortunately, there will also be adults who wish to gain access to young people for abusive purposes and may attempt to use volunteering, employment or contracting Tamai Sports as a means for this opportunity.

An effective point at which Tamai Sports can minimise the possibility of abuse to children or young people in its care is in the recruitment of adult members. Tamai Sports will ensure that all adult members have been an effective point at which Tamai Sports can minimise the possibility of abuse to children or young people in its care is in the recruitment of adult members.

Tamai Sports will ensure that all adult members have been through an appropriate Safety Check during the recruitment stage of their membership. The Safety Check process will be informed by the Children Act 2014 and TS safer recruitment policies (guidance for choosing safe people to work with children) published by Child Matters New Zealand. See Membership Policy and Safety Check for non-members Policy for further details.

SAFE RECRUITMENT- SAFETY CHECKS FOR EXISTING EMPLOYEES

Tamai Sports Program will conduct a bi-annual membership review and re-vetting of all adult members. This is a requirement for an ongoing work, volunteering or contracting at Tamai Sports . Safety Check for non-members Policy for further details

Program leaders must ensure that the standard of care and behaviour provided for children and young people involved with Tamai Sports Program, does not fall to an unacceptable level by ensuring there is on-going support and monitoring of adults.

TRAINING OF ALL TAMAI SPORTS MEMBERS

Training will allow paid staff, volunteers and contractors to:

- Identify when young people are vulnerable and are at risk of abuse.**
- Take thorough and effective prevention action**
- Provide support where required.**
- Recognise their responsibilities regarding suspected poor practice or possible abuse.**
- Report their concerns appropriately.**
- Respond in the most appropriate way to children and young people who are suspected of being abused.**

TRAINING OF ALL TAMAI SPORTS MEMBERS

Training will allow paid staff, volunteers and contractors to:

- Identify when young people are vulnerable and are at risk of abuse.
- Take thorough and effective prevention action
- Provide support where required.
- Recognise their responsibilities regarding suspected poor practice or possible abuse.
- Report their concerns appropriately.
- Respond in the most appropriate way to children and young people who are suspected of being abused.

INDUCTION AND TRAINING OF STAFF AND VOLUNTEERS

Tamai Sports is committed to providing a Safeguarding culture for all involved. To ensure this we ensure the appropriate level of training and knowledge in our paid staff, volunteers and contractors.

Induction

- ALL paid staff, volunteers and contractors must undergo a mandatory induction taken by the Program Manager before providing any services that involve children or young people.
- This induction will cover Tamai Sports Code Of Conduct, Child Protection Policies, Responsibilities and Procedures.
- ALL paid staff, volunteers and contractors will be given an evaluation (test) at the completion of their induction. They must pass this evaluation in order to provide services for Tamai Sports.
- ALL paid staff, volunteers and contractors will be safety checked and cleared before providing any services for Tamai Sports.

Training

Paid Staff:

- Will have relevant and appropriate qualifications/experience for the specific role.
- Will have completed the **SAFEGUARDING CHILDREN** Child Protection in Sport & Active Recreation online course.
- Will have completed the Tamai Sports induction.
- Will be safety checked and cleared.

Volunteers:

- Will have relevant and appropriate skills for their specific purpose. **P** Will have completed the Tamai Sports induction.
- Will be safety checks and cleared.
- ID bands

Contractors:

- Will have relevant and appropriate skills for their specific purpose.
- Will have completed the Tamai Sports induction.
- Will be safety checked and cleared.
-

TRANSPORT, OVERNIGHT STAY, ONE ON ONE INTERACTIONS AND COACHING POLICIES.

Transport:

- Tamai Sports must attain written consent from participating children or young people's parent/caregiver before they can transport them.
- Transport partners are to support the Tamai Sports Code of Conduct or risk losing the transport contract.
- Each van will have a 13 year old child who will be (transport captain). This child will report any misconduct or inappropriate behaviour to the program manager.
- Over the shoulder seatbelts.
- Drivers to all be safety checked .

Overnight stay:

- Tamai Sports must attain written consent from parent or caregivers.
- At least ONE staff member to be qualified in first aid.
- ALL staff member have their police vetting up to date.

ONE ON ONE INTERACTIONS:

- Tamai Sports must attain written consent from parent or caregivers.
- ALL staff are safety checked and completed the Tamai Sports induction process.
- Touching only occurs in necessary coaching engagements e.g. safe body position/tackle technique.

Coaching:

- Tamai Sports must attain written consent from parent or caregivers.
- ALL staff are safety checked and have completed the Tamai Sports induction process.
- 3 coaches to each rugby team.
- P 2 coaches to each Touch & FOOTBALL TEAM
-

LEGISLATIONS

This policy has been informed by the following sources of legislation:

- Oranga Tamariki Act 1989
- Children Act 2014
- Human Rights Act 1993
- United Nations Convention on the Rights of the Child 1989 (ratified in NZ 1993)
- Privacy Act 1993
- Te Tiriti O Waitangi

Supporting Documents

- Safeguarding Children Safeguarding & Child Protection Policy Development & Audit Tool
- Safeguarding Children A guide to Creating a Safeguarding Code of Conduct

APPENDIX 1

INDICATORS OF ABUSE OR NEGLECT

Indicators that can point to possible abuse can be physical or behavioural. Indicators do not necessarily prove that a young person has been harmed. They are clues that alert us that abuse may have occurred and that a child or young person may require help or protection.

Sometimes indicators can result from life events which do not involve abuse. For example – divorce, accidental injury, the arrival of a new sibling etc. Please note that there may be more than one indicator present.

Physical Abuse

Physical Indicators:

- Questionable or unexplained bruises, burns, welts, bite marks, cuts/lacerations, fractures, abrasions, redness, swelling.
- Torn, stained, bloody clothing.
- Poor hygiene (e.g. dirty and smells).
- Unusual sickness (e.g. from poisoning).

Behavioural Indicators:

- wary of adults or of a particular individual.
- is violent to animals or other children.
- Is dressed inappropriately to hide bruises or other injuries.
- May be extremely aggressive or extremely withdraw.
- Cannot recall how the injuries occurred or gives inconsistent explanation.

Indicators in Adult Behaviour:

- May be vague about the details of the cause of injury and the account of the injury may change from time to time.
- May blame the incident on a sibling, friend, relative or the injured child or young person themselves.
- Threats or attempts to injure a child or young person.
- Is aggressive towards a child or young person in front of others.
- May delay in seeking medical attention for the child or young person.
- Fabricating or inducing illness.

Emotional Abuse

Physical Indicators:

- Bed-wetting or bed soiling that has no medical cause.
- Frequent psychosomatic complaints (e.g. headaches, nausea, abdominal pains).
- Prolonged vomiting or diarrhoea.
- Has not attained significant developmental milestones.
- Dressed differently from other children in the family.
- Has deprived physical living conditions compared with other children in the family.

Behavioural Indicators:

- Unusual fears and sudden mood changes or behaviour.
- Eating disorders.
- Nervousness and/or watchfulness.
- Suffers from severe developmental gaps.
- Severe symptoms of depression, anxiety, withdrawal or aggression.
- Severe symptoms of self-destructive behaviour, self-harming, suicide attempts, engaging in drug or alcohol abuse.
- Overly compliant; too well-mannered; too neat and clean.
- Displays attention seeking behaviours or displays extreme inhibition in play.
- When at play, behaviour may model or copy negative behaviour and language used at home.
- Runs away.

Indicators in Adult Behaviour:

- Constantly calls the young person names, labels the young person or publicly humiliates the child or young person.
- Continually threatens the child or young person with physical harm or forces the child or young person to witness physical harm inflicted on someone else.
- Has unrealistic expectations of the child or young person, or imposition of age or developmentally inappropriate expectations.
- Involves the child or young person in “adult issues”, such as separation or access issues.
- Keeps the child or young person at home in a role of subservient or surrogate parent.
- Behaviours that are isolating, corrupting, exploiting, terrorising.

Sexual Abuse

Physical Indicators:

- Torn, stained, bloody underclothing.
- Complaints about genital/anal areas (e.g unusual or excessive itching or pain).
- Blood in urine or faeces.
- Sexually transmitted infections.
- Nightmares and bedwetting.

Behavioural Indicators:

- Age inappropriate sexual knowledge.
- Age-inappropriate sexual play with toys, self, others.
- Inappropriate sexual language.
- Comments such as 'I've got a secret' or 'I don't like xx person'.
- Fear of certain places such as bedroom or bathroom.
- Eating disorders.
- Acting out.
- Tries to make self as unattractive as possible.

Indicators in Adult Behaviour:

- Demonstrates physical contact or affection to a child or young person which appears sexual in nature or has sexual overtones.
- May be unusually over-protective of a child or young person.
- Is jealous of a child or young person's relationships with peers or other adults or is controlling of the young person.
- May favour the victim over other children or young people.

Neglect

Physical Indicators:

- Poor hygiene e.g dirty and smells.
- Extreme hunger or malnourishment.
- Inappropriate dress for the weather.
- Lack of supervision or left alone for extended periods of time.
- Not engaged in education, scavenging, compulsive stealing, running away.
- Falling Asleep, tiredness. No bedtime routine
- May have persistent skin disorders or rashes resulting from improper care or hygiene.
- Obesity.

Behavioural Indicators:

- No cautious of strangers. Happy to go to anybody. ▸ Poor school attendance or performance.
- Poor social skills.
- May steal food.
- Is very demanding of affection or attention. ▸ Has little understanding of basic hygiene.

Indicators in Adult Behaviour:

- Fails to provide for child or young person's basic needs, such as housing, nutrition, medical and psychological care.
- Fails to enrol a child or young person in school or permits truancy.
- Leaves the child or young person at home alone frequently.
- Is overwhelmed with own problems and puts own needs ahead of the child or young person's needs.
- Failing to seek medical help.

