



Rationale:

Kilbirnie School is committed to maintaining a safe and healthy environment for all staff and students. Schools have a responsibility to ensure that learning environments are emotionally and physically safe for children and young people.

Ensuring the wellbeing and safety of children, including prevention of child abuse or maltreatment, is a paramount goal of Kilbirnie School.

Purpose:

This policy outlines the board's commitment to child protection and recognises the important role and responsibility of all our staff in the protection of children. It includes the board's expectations when child abuse is reported or suspected.

A digital copy of this policy can be found on our website <http://www.kilbirnie.school.nz/school-policies>

Responsibilities:

School boards are responsible for ensuring that the key requirements of the Vulnerable Children Act are implemented and maintained as part of their recruitment and employment processes.

The **Board of Trustees** has an obligation to actively ensure the wellbeing of children in the school's care so they thrive, belong and achieve. Advice will be sought through appropriate agencies in all cases of suspected or alleged abuse.

In line with section 15 of the Children, Young Person and Their Families Act, 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 or the local police.

Although ultimate accountability sits with the **Board**, the **Board** delegates responsibility to the **Principal** to ensure that all child safety procedures are implemented and available to all staff, contractors, volunteers and parents.

All staff members (including contractors and volunteers providing services to children) are expected to be familiar with this policy, its associated procedures and protocols and abide by them.

Guidelines:

To fulfil the responsibilities outlined above, the Principal must:

1. Develop appropriate procedures to meet child safety requirements as required and appropriate to the school
2. Comply with relevant legislative requirements and responsibilities
3. Make this policy available on the school's internet site or available on request

4. Ensure that every contract, or funding arrangement, that the school enters into requires the adoption of child protection policies where the contract is with a person who is a provider of children's services and the contract (or part of it) is for the provision of children's services.
5. Ensure the interests and protection of the child are paramount in all circumstances.
6. Recognise the rights of family/whanau to participate in the decision-making about their children.
7. Ensure that all staff are able to identify the 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.
8. Support all staff to work in accordance with this policy, and to work with partner agencies and organisations to ensure child protection policies are understood and implemented.
9. Promote a culture where staff feel confident they can raise issues of concern without fear of reprisal.
10. 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 with the board or designated person.
11. Seek advice as necessary from NZSTA or other advisors on employment matters and other relevant agencies where child safety issues arise.
12. Make available professional development, resources and/or advice to ensure all staff can carry out their roles in terms of this policy.
13. Ensure that this policy forms part of the initial staff induction programme for each staff member.

In order to fulfil the policy, the Board and Management have developed the following Procedures and Administrative Guidelines associated with this Child Protection Policy. These will be reviewed regularly by the Management team, and the review discussion and any resulting changes will be reported to the Board at the following/ subsequent BOT meeting.

Child Protection Principles and Procedures

Related documentation and information:

- Further information including frequently asked questions (FAQ's) are available on the NZSTA website www.nzsta.org.nz
- Ministry of Education website www.education.govt.nz
- Vulnerable Children Act 2014
- Further information and sample child protection templates are available in the Children's Action Plan guideline Safer Organisations, Safer Children:
<http://www.childrensactionplan.govt.nz/assets/CAP-Uploads/childrens-workforce/Safer-Organisations-safer-children.pdf>

Document Control

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