



Child Protection Policy

RATIONALE:

Teachers at Akoranga Preschool are made aware of this policy and the issues of emotional, physical and sexual abuse at the time of their induction. Teachers operate within the national Code of Ethics which sets a high standard for professionals in our field. Under section 6 of the Children, Young Persons and their Families Act (1989) "The interest, safety and well-being of children are paramount."

TE WHĀRIKI

Wellbeing Goal 3 – Children experience an environment where they are kept safe from harm

PROCEDURES:

- We will maintain high teacher/child ratios
- All core workers working alongside or with the children will go through a process that involves police vetting, 2 forms of identification and the signing of a disclosure form informing management of any convictions. This process will happen in interviewing of potential teachers, support staff and all people working with children. Failure to comply may result in non-employment.
- Our playground and indoor play areas are designed with the maximum amount of 'open' spaces available
- Families are encouraged to visit at any time during the day. Parents settling children into the Centre are encouraged to witness and take part in our program until such time as they feel secure enough to leave
- Only adults named on the enrolment form are able to collect children from the Centre
- Permission from parents is required for their child(ren) to participate in Centre outings
- A complaints procedure ensures issues of concern are dealt with appropriately. Parents are encouraged to express their feelings and concerns in order that the operation of the Centre can be constantly improved
- We realise and accept our own limitations in dealing with issues of abuse. Professional agencies such as the Police and the Children, Young Persons, and their Families Service will be involved in suspected cases of abuse. These agencies are sought for their specialised knowledge

- Visiting students are not permitted to change or toilet any child. They are not to be left alone with any child or group of children.
- Relievers will be allowed to change or toilet children and be left alone with groups at the discretion of the Centre Manager
- Parents will be notified of the presence of any student or reliever via the family daily communications sheet
- Written documentation is kept on any issues of concern teachers may note about a child. Full, relevant, contextual factors are recorded in our confidential 'concern book'
- The following measures will be taken by all teachers regarding suspected abuse:
 - All allegations of child abuse will be taken seriously
 - No teacher will act alone regarding suspected child abuse. The Centre Manager will be consulted and she/he will take further action
 - Any person disclosing information in good faith regarding suspected abuse will be assured the protection afforded by law
 - If the Centre Manager suspects a child is unsafe, she/he will report it to the Police or the Department of Child, Youth and Family. If there is an immediate danger to the child or safety is an issue – act with urgency and contact the necessary professional agencies (CYF, Police)
 - Staff can at any time contact the appropriate agencies; however, staff are encouraged to notify the centre manager
 - If there are any allegations of abuse by an employee, the authorities will be informed immediately and the employee will be suspended while the matter is investigated. If allegations of abuse are founded, the employee will be instantly dismissed.
 - We will offer support to all those involved in any abuse allegations

Date: January 2018

Review date: January 2020