

## CHILD PROTECTION

### Introduction:

Ko Taku Reo Preschool, Auckland has a commitment to provide a safe environment that ensures all children:

- Are treated with dignity and respect
- Are free from physical, emotional, and sexual abuse
- Have their physical and emotional wellbeing nurtured

This Policy includes reference to procedures when child abuse or neglect is suspected by us. It also includes procedures on measures to be taken to prevent child abuse and share concerns about children's wellbeing.

### Purpose:

Te Whāriki: Well Being: Children and adults experience an environment where they are kept safe from harm.

New Zealand and international legislation provide a strong foundation to promote and safeguard the unique rights of tamariki and assist in their protection from abuse and neglect.

### Procedures:

- Procedures within this Policy are consistent with Oranga Tamariki Ministry for Vulnerable Children - Children's Act 2014.
- All complaints and issues of concern are taken seriously and dealt with effectively.
- Procedures are in place to screen teachers and other adults in paid employment or volunteering in the Centre. These adults will be screened to ascertain that no person with a conviction relating to child abuse is employed.
- All teachers must be registered with the Teaching Council. Workers in the Ko Taku Reo Preschool are subject to a full safety checking procedure. **Refer to Ko Taku Reo Safety Checking Policy for further information found on School Docs.**
- Supervision guidelines for teachers and other adults present in the Preschool will minimise the risk of abuse to children:
  - an "open" door policy is always maintained.
  - while attending the Preschool parents/caregivers are not at any time responsible for children other than their own (unless by arrangement of the parent/caregiver themselves).
  - supervision rosters for staff ensure all areas of the Centre are always supervised by a staff member.
- Refer to Ko Taku Reo Toileting Procedure for safe practices for adults in the Centre.
- All visitors to the Preschool are asked to record their attendance on the sign-in tablet located by the main entrance to the centre.
- Children are not taken from the Preschool by any adult other than those whom parents have given their permission for.
- Adult: child ratios as outlined in the Early Childhood Regulations 1998 are always maintained.

### Child Abuse, Neglect or Wellbeing concern

- Our approach to ensuring the protection of children in our care will follow the "7 R's of Child Protection":

Recognise – signs of abuse or neglect

Respond – to concerns or disclosures

Report – within our organisation and externally

Record – concerns for reference, pattern, recognition, quality information sharing

Renotify – If situation doesn't change, deteriorates or new information is known

Reflect – seek support, review Child Protection Policy and Procedures regularly

Review – case progressions within our organisation and externally

- All staff are required to complete regular child protection training (at least once every two years) as a team.
- Child protection is the responsibility of all staff working in the Ko Taku Reo Preschool, and all concerns will be given to the Child Protection Lead.  
**The Child Protection Lead is the Head of Early Years and Service Development, or any Senior Leader of Ko Taku Reo.**
- All staff can share any concerns or records about a child or family/Whānau with other staff of Ko Taku Reo, schools, ECEs or other agencies working with the child or family. This sharing of information is mandated by the Privacy Act, The Children's Act 2014, and the Oranga Tamariki Act 1989, allowing sharing of concerns around child wellbeing and safety between organisations.
- In the event of disclosure or suspicion regarding a staff member working in the Centre, the Ko Taku Reo Concerns and Complaints and Protected Disclosure Policies will be followed.
- Teachers are well informed of appropriate referral procedures: refer to the attached flowchart for child protection reporting.
- Teachers must be familiar with the ethical procedures involved in the protection of children and must act professionally when dealing with any incidents of abuse or neglect. All teachers adopt the thinking “what if I am right?”, rather than “what if I am wrong?”.  
In the event of a staff member suspecting a case of child abuse, or neglect, staff will refer to the **Ko Taku Reo Policies found on School Docs:**

- **Child Protection**
- **Care and Management of Students**
- **Sexual Behaviour in Children**
- **Abuse Recognition and Reporting**
- **Definitions and Indicators of Child Abuse/Neglect/Family Violence**
- **Concerns and Complaints**
- **Protected Disclosure**
- **Make a protected disclosure**

**Deafeducation.schooldocs.co.nz.** <https://deafeducation.schooldocs.co.nz/>

Our username is "deafeducation" and password "school".

- All concerns or suspected concerns about safety or wellbeing should be noted by staff in written form. All notes and reports relating to suspected or disclosed child abuse must be kept in a secure location. This will likely be in Preschool records, either digitally or on paper, and then uploaded to our Ko Taku Reo SMS if appropriate.

Professional development opportunities for staff:

- opportunities will be provided to allow staff to undertake professional development to be able to recognise abuse and to respond professionally to any disclosure by children and adults about abuse
- new staff members and relieving staff members will familiarise themselves with all procedures and policies associated with the protection of children from abuse.
- staff will keep up to date with the current information that is available on the Oranga Tamariki Ministry for Children website: <https://www.orangatamariki.govt.nz>
- Information for parents/whānau:
  - parents and whānau are made aware of the Preschool's Child Protection policy and procedures
  - parents and whānau are made aware of the Family Resources available on the Ministry for Children Oranga Tamariki Ministry for Children website: <https://www.orangatamariki.govt.nz>

<b>Reviewed</b>	June 2022
<b>Review partners</b>	Lead Teacher, Staff, Parents
<b>Next review date</b>	June 2025
<b>Signed:</b>	
<b>Preschool Lead</b>	Krista Clifford

