

30  
March  
2020



## CHILD PROTECTION POLICY

### POLICY STATEMENT

*“Taranaki Secondary School Sports Association (TSSSA) is fully committed to safeguarding the welfare of all children in its care. We recognise the responsibility to promote safe practice and to protect children from harm and exploitation while participating in our activities.*

*For the purposes of this policy and associated procedures, a child is recognised as someone under the age of 18 years.”*

### POLICY PRINCIPALS

In implementing this Child Protection policy, we are committed to the following principles:

1. The welfare of children is the primary concern
2. All children, whatever their age, culture, disability, gender, language, racial origin, socio-economic status, religious belief and/or sexual identity have the right to protection from all forms of harm
3. Young people have a right to participate in sport and recreation that is safe,
4. Children should feel respected, valued, and encouraged to enjoy their participation and to reach their full potential
5. Sport and recreation organisations have a duty of care when it comes to children. These organisations should take steps to ensure that children can participate safely in the activities they provide.
6. Our organisation will work in partnership with children and parents/carers to promote the welfare, health and development of children”.

### POLICY OBJECTIVES

The aim of this policy is to:

1. Promoting the health and welfare of children by providing opportunities for them to take part in sport and TSSSA Events safely;
2. Respecting and promoting the rights, wishes and feelings of children;
3. Promoting and implementing appropriate procedures to safeguard the well-being of children and protect them from harm
4. Recruiting, training, supporting and supervising staff, members and volunteers to adopt best practice to safeguard and protect children from harm and to reduce the risk of allegations or complaints against themselves;
5. Educating children, staff, members and volunteers to adopt and abide by this Child Protection Policy and these procedures
6. Promote the collective responsibility within our sport for ensuring safe sport for children.

7. Respond to any allegations of misconduct or harm to children in line with this Policy and these procedures, as well as implementing, where appropriate, the relevant investigative, disciplinary and appeals procedures
8. Regular monitoring and evaluating the implementation of this Policy and these procedures.

## CODE OF BEHAVIOUR/CONTACT

Although ultimate accountability sits with the Board, the Board delegates responsibility to the Regional Sports Director to ensure that all child safety procedures are implemented and available to all staff, RSO's and volunteers. Therefore, the RSD must:

1. Ensure that use of photographic images and video are aligned to relevant privacy policies. That all filming or photography is appropriate.
2. That the all people responsible for children and young people at any given time should always remain in an alcohol-free state that they can react appropriately to any situation that might arise.
3. Ensure that the nature and intensity of TSSSA Events is relevant to the level of experience of the student.
4. Ensure that children use appropriate protective gear.
5. Ensure that all physical contact with children is relevant and appropriate to the activity.
6. Use positive and age-appropriate language when talking to children and in their presence.
7. Do not allow parents, coaches, other children, or spectators to engage in any type of bullying behaviour (this includes cyber/text bullying).
8. Avoid private or unobserved situations, including being alone with a child in the changing rooms. Have another adult present or at least another player.
9. Ensure Sports Staff or Teacher in Charge has the necessary medical forms on hand at all TSSSA Events.
10. Ensure vehicle is insured and has a current Warrant of Fitness and registration at all times.
11. Ensure you have student and Sports Staff /Teacher in charge consent to administer first aid if required
12. A code of conduct is adhered to at all TSSSA Events.
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## RECRUITMENT & TRAINING PROCESSES FOR STAFF AND VOLUNTEERS

It is important that the best effort is made to ensure that appropriate people are working with children in our sport.

1. The TSSSA recruitment process includes a safety check procedure for all new appointments including comprehensive role description, referee check, an interval panel and a Police Vet.
2. Requirements for Education and Training of Staff and Volunteers. All staff will receive child protection training at the appropriate level for their role and subsequent monitoring and training of staff and volunteers in order to:
  - Ensure that staff and volunteers are working safely and effectively with children identify and respond to any unacceptable behaviour or practices of staff and volunteers
  - Enable staff and volunteers to analyse their own behaviour and practices against the Code of Behaviour / Conduct so as to minimise the risk of allegations or complaints against that person
  - Respond in a positive way to concerns raised about any staff or volunteer via additional training

## COMPLAINT AND INVESTIGATIVE PROCESS

1. All concerns of potential, suspected or alleged abuse must be brought to the attention of the RSD in the first instance.
2. If a child/young person makes a verbal disclosure to a member of staff it is important that staff take what the member says seriously.
3. Staff are to listen carefully to what the member is saying and are not to interview them or ask too many questions, ask the very basics i.e. Who/When/Where?
4. Once the basics have been ascertained, no further questions are to be asked. What the member has said is to be documented, this should include time, date and who was present. This information will be passed onto authorities such as Oranga Tamariki and Police and actions will be determined accordingly.
5. Allegations or complaints of abuse against staff, volunteers or representatives of RSO's must be taken seriously and reported to the Regional Sports Director or the Chairperson of the TSSSA Management Committee who will deal with them immediately, sensitively and expediently within the procedures outlined in this Section.
6. If the Police decide to undertake a criminal investigation then the member of staff may be suspended, without prejudice, as a precautionary measure. It is important that no internal investigation is undertaken and no evidence gathered that might prejudice the criminal investigation.
7. The RSD will notify the TSSSA Management Committee of any of the above

## POTENTIAL DISCIPLINARY OUTCOMES

Any breach to the Child Protection Policy will follow the disciplinary actions as listed below

1. Written warnings
2. Suspension of a person from a role they hold with the organisation;
3. Banning of a person from activities held by or sanctioned by the organisation;
4. A direction to complete a reasonable task i.e. letter of apology or corrective action; or
5. Referral of the matter to an appropriate authority i.e. CYP or Police.

## POLICY REVIEW

The Child Protection Policy is to be reviewed every 3 years by the RSD and TSSSA Management Committee, unless there are specific concerns might be identified about the protection of children that warrants an immediate policy change.

