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## Carmel College Operational Policy 07: Child Protection

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### Special Character statement

*Our college is the Catholic Church in action, an authentic expression of the Church's mission. Therefore, our role as a Catholic college, is, above all, to be a place where every member of this learning community can encounter the living God and our focus is on helping to form Christ in the lives of others. We do this through the Catholic and Mercy traditions.*

### Outcome statement

Students at this school thrive, belong and achieve to the best of their ability. The school is committed to the prevention of child abuse and neglect and to the protection of all children.

### Scoping

All staff members, contractors and volunteers, where appropriate and as far as is reasonable and practicable, are expected to be familiar with this policy, its associated procedures and protocols and abide by them.

Advice will be sought through appropriate agencies in all cases of suspected or alleged abuse.

In line with Section 15 of the [Oranga Tamariki Act 1989](#), 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 the appropriate agency or professional practitioner such as a social worker or the local police.

### Delegations

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.

### Expectations and limitations

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 required
5. ensure the interests and protection of the child are paramount in all circumstances
6. recognise the rights of family/whānau 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 and 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 to work with partner agencies and organisations to ensure child protection procedures are understood and implemented
9. promote a culture where staff feel confident they can constructively challenge poor practice or raise issues of concern without fear of reprisal
10. consult, discuss and share relevant information with the Board or designated person in line with our commitment to confidentiality and information-sharing protocols in a timely way regarding any concerns about an individual child
11. seek advice as necessary from NZSTA advisers 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.

## Procedures/supporting documentation

*(which are available on request, subject to the provisions of Privacy Act, 1993)*

1. 07OpProd01 - Child Protection procedures, including definitions of abuse and reporting procedures.
2. 07OpProd02 - Existing Workers' Safety Checklist procedure
3. 09Op - Concerns and complaints policy and procedures
4. 15Op - EOTC policy and procedures
5. 13Op - Online safety policy and procedures
6. 06Op - Health and Safety policy and procedures
7. Confidentiality, information sharing and recording information
8. Safety checking - safety employment checklist
9. Staff capability and professional development
10. Safe at work practices
  - a) Physical contact with children
  - b) Working one on one with children
11. 08Op - Managing challenging behaviour and physical restraint policy and procedure

## Monitoring

Board policy committee will ensure procedures are in place to implement this policy.

## Legislative compliance

1. <http://www.nzsta.org.nz/> - further information including frequently asked questions
2. <http://www.education.govt.nz/>
3. [Vulnerable Children Act 2014](#)
4. [Oranga Tamariki Ministry for Children](#) - further information and sample child protection templates
5. Oranga Tamariki Act, 1989
6. Children's Act 2014
7. Domestic Violence Act 1995
8. Privacy Act 1993
9. Victims' Rights Act 2002
10. The United Nations Convention on the Rights of the Child (UNCROC)

Date reviewed:	March, 2022	Next Review:	March, 2025
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