

POLICY 2

Name of organisation:

Child Safeguarding Representative Policy

(Appointment, role and responsibilities)

Commitment to Te Tiriti O Waitangi

(insert name of organisation) recognises Te Tiriti o Waitangi as Aotearoa New Zealand's founding document.

(insert name of organisation) is committed to upholding the mana of Te Tiriti o Waitangi and the principles of Partnership, Protection and Participation.

(insert name of organisation) is committed to embedding safeguarding and child protection in our culture. To support our staff, volunteers and contractors to be able to respond sensitively, effectively and efficiently to concerns, we have appointed two Child Safeguarding Representatives who are responsible for anything concerning child safeguarding or protection.

(insert name of organisation) Child Safeguarding Representatives are:

and

The role of Child Safeguarding Representatives

The role of

(insert name of organisation) Child Safeguarding Representatives is to take responsibility for safeguarding and child protection by:

- raising awareness
- managing concerns (please see Policy 1 Appendices 1-3 on responding to actual or allegations of child of abuse or neglect)
- working with others
- commitment to training.



Raising awareness

- Ensuring the safety and wellbeing of children and young people come first and is of key importance in any decision making.
- Ensuring

(insert name of organisation) safeguarding/child protection policies and Code of Conduct are known, understood and used appropriately.

- Ensuring

(insert name of organisation) safeguarding/child protection and associated policies are reviewed annually, and the procedures are reviewed when in use to ensure they are fit for purpose.

- Ensuring the safeguarding and protection of children and young people is an embedded principle and used in practice.
- Ensuring the safeguarding/child protection and related policies are available publicly so all stakeholders are aware of our safeguarding culture.
- Organising training and ensuring staff are aware of any safeguarding/child protection training opportunities and policies.
- Encouraging a culture of listening to children and young people, and taking into account their needs and feelings.

Working with others

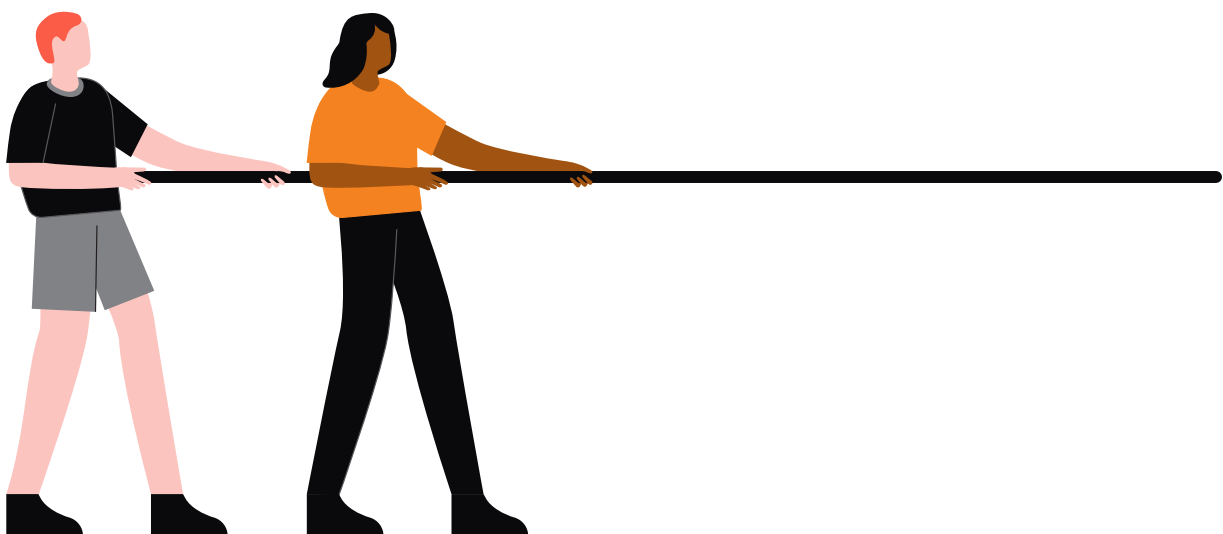
- Ensuring their availability, by putting in place adequate and appropriate cover arrangements for any leave or out of hours situations.
- Acting as a point of contact for

(insert name of organisation) and liaising with Oranga Tamariki, the Police and other relevant agencies.

- Connecting and building relationships with other agencies in the community.
- Acting as a source of support, guidance and expertise for all staff.
- Ensuring contact details for Oranga Tamariki, Police and specialist agencies are maintained and made available to staff.

Commitment to training

- Undertaking initial training for the role to provide them with the knowledge and skills required to carry it out. Such training should be updated at least every two years.
- Maintaining knowledge and skills by taking regular professional development opportunities.
- Keeping up to date with safeguarding and child protection developments.
- Organising and ensuring own supervision is in place and regularly accessed as required.





Level 1, Harbour City Centre
29 Brandon Street
Wellington 6011, New Zealand
PO Box 2251 Wellington 6140
Phone: +64 4 472 8058

sportnz.org.nz

New Zealand Government

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