



## Child Safeguarding Policy

### Child Safeguarding Representatives:

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### Commitment to Te Tiriti o Waitangi

Empower Academy recognises Te Tiriti o Waitangi as Aotearoa New Zealand's founding document. Empower Academy is committed to upholding the mana of Te Tiriti o Waitangi and the principles of Partnership, Protection and Participation. Child Safeguarding Policy background Working with children and young people is a privilege. Children and young people have the right to thrive in safe and supportive environments within the play, active recreation and sport system. Play, active recreation and sport is a vital part of life. It offers fun, great pride, a sense of achievement and is a positive influence in the lives of many children and young people, including building self-esteem, resilience, routine, teamwork and a sense of belonging. However, the wellbeing of children and young people in play, active recreation and sport also requires their safety and welfare being covered. To achieve this Empower Academy has embraced policies and practices that support and protect children and young people. We acknowledge that every person involved in Empower Academy has a legal and moral responsibility to protect children and young people from abuse and neglect. Children and young people have a right to take part in the Martial Art of Kickboxing at Empower Academy in a safe environment and to receive the support they need if they are at risk or vulnerable. Every childhood is important, and every child and young person has the same rights to enjoyment, to have their views considered and to be free from abuse. All children and young people, regardless of their backgrounds have the right to access the support they need. It is crucial all children and young people are in the care of safe and skilled adults at Empower Academy who are supported, trained and guided by effective policies, procedures and standards.

The purpose of this policy:

This policy gives details of Empower Academy's commitment to the protection of children and young people.

The policy:

1. Sets standards to protect children and young people, our staff, volunteers and contractors.
2. Contains procedures for our staff, volunteers and contractors to guide them in identifying and reporting child abuse and neglect to meet our obligations under the Children's Act 2014.
3. Creates a mandatory requirement for all staff, volunteers and contractors to report any concern about the safety of a child or young person, no matter how small they believe it may be, to one of our Child Safeguarding Representatives (CSRs).
4. Appoints our CSRs and sets out their role and responsibilities.
5. Provides details of the other procedures in place that are to be followed by all staff, volunteers and contractors at all times.
6. Ensures Empower Academy creates a safe environment and that all staff know what to do if there are concerns about a child or young person.

Scope – who does the policy apply to?

Staff: This policy applies to all staff who are employed, volunteer or are engaged/contracted by empower Academy including business owner. The term "staff" will be used in this policy and procedures to cover all the people named above.

Children and young people: This policy applies to all children and young people up to 18 years of age who are taking part in Empower Academy's activities. It also applies to any other children, who may not be directly taking part in Empower Academy's activities, but who staff may have contact with, such as child spectators or siblings.

**Our Commitment:**

**Organisation:** Empower Academy

**What we do:** Teach, encourage, and mentor children within the Martial Art of Kickboxing. Progressing through coloured belt gradings as a sign of determination commitment and achievement. Teaching is achieved through demonstration and practice.

Ensure every individual is treated with integrity and respect so this is a life skill learned.

Empower all our children and teach them to be safe and to be able to protect themselves in conflict situations.

Build up stress tolerance, develop the ability to stay calm, make strategic decisions and act assertively in problematic situations.

Commit to fun fitness, enjoyable classes and continuous learning.

<b>To children and young people:</b>	<b>To parents, caregivers and whānau:</b>	<b>To staff, contractors and volunteers:</b>
<ul style="list-style-type: none"><li>• We commit to always putting children and young people's welfare first in every decision we make.</li><li>• We will ensure all children and young people feel respected, listened to, valued and encouraged to enjoy and participate in their sport, recreation or activity.</li><li>• We will appoint a Child Safeguarding Representative to ensure concerns are dealt with quickly, sensitively, effectively and consistently.</li><li>• We will provide safe people to work with children and young people.</li><li>• We will provide staff and volunteers who are well trained and confident to respond to any concerns for the safety of a child or young person.</li><li>• We will listen to and believe children and young people.</li></ul>	<ul style="list-style-type: none"><li>• We will support and respect the vital role parents, caregivers and whānau play in the lives of their children, while always making sure the safety of the child or young person is our priority.</li><li>• We will have open, transparent and honest communication with parents, caregivers and whānau about all aspects of their child's welfare, as long as we can keep the child or young person safe while we do that. • We will raise any concerns we have as soon as we have them, and offer referrals to community services that might be able to help a family through times of difficulty and change.</li><li>• We will be available and approachable to listen to any concerns a parent, caregiver and whānau may have about their child while they are involved in (insert name of organisation) activities. • We will take every concern about a child or young person's safety seriously and respond consistently and effectively.</li><li>• We will provide staff and volunteers who are well trained and confident to respond to any concerns for the safety of a child or young person.</li></ul>	<ul style="list-style-type: none"><li>• We will ensure all staff are inducted to our child safeguarding culture.</li><li>• We will provide clear expectations, policies and procedures to support keeping children, young people, staff, contractors and volunteers safe and protected from harm.</li><li>• We will provide support and regular training to ensure these expectations can be met.</li><li>• We will provide adequate supervision so staff, contractors and volunteers always know who they can talk to, and the process involved, if they have a concern</li></ul>

### **PROCEDURE 1 Responding to actual or suspected child abuse or neglect.**

#### **Where you are concerned there are signs of possible abuse or neglect:**

- do not put off the moment
- you may need to find a place of privacy
- respond briefly, slowly, and gently
- do not assume there is only one child involved
- do not make decisions alone
- keep calm and reassure
- do not ask leading questions or over questions
- re-engage the child with an activity if appropriate
- take action immediately
- do not promise confidentiality
- find support if necessary
- inform the child what will happen next.

#### **Is the child in immediate danger?**

- If unsure, call Oranga Tamariki 0508 326459.
- If YES, act to ensure child's safety.
- Call POLICE on 111 and follow Police advice.
- RECORD actions taken on Child Concern Form. Inform Child Safeguarding Representative (CSR) immediately.
- Record and report facts. Do not accuse anyone or spread rumours.
- CSR and staff member will work together to follow this procedure. If no immediate danger, consider whether a Report of Concern to Oranga Tamariki is required. If unsure, Child Safeguarding Representative (CSR) will contact Oranga Tamariki. Staff are expected to follow this procedure. However, any staff member may contact Oranga Tamariki or Police for advice or to make a Report of Concern at any time if they feel this process is not effective and there remains concern for a child. Staff must always seek support for themselves.

### **PROCEDURE 2 Responding to an allegation of child abuse or neglect by a staff member or volunteer.**

Is the child in immediate danger? • If YES, act to ensure child's safety and call Police on 111 and follow Police advice. • If unsure, call Oranga Tamariki 0508 326459.

- In all situations inform your Child Safeguarding Representative (CSR).
- Record actions taken on a Child Concern Form. Inform Child Safeguarding Representative (CSR) immediately.
- Record and report facts. Do not accuse anyone or spread rumours.
- If allegation is against the CSR or business owner, contact Oranga Tamariki 0508 326459.

**Investigation will be conducted by the Police or a Ministry investigator.**

### **PROCEDURE 3 Responding to a disclosure from a child of abuse or neglect.**

#### Responding to a disclosure from a child of abuse or neglect

It is vital that you respond in a way that ensures the child or young person feels supported and safe, and that they receive the help they need. You should always follow your organisation's Child Safeguarding Policy and know who to contact at Empower Academy to share your concerns about a child's safety and wellbeing. Ways children and young people disclose abuse:

- Verbally – by telling you directly or by hints in their conversations.
- Behaviour or actions such as their interests, stories they write, their play or drawings.
- Third-party – this could be a friend of the child telling you, or something you have overheard that concerns you.

All of these are ways that children and young people disclose abuse, and all should be taken seriously and acted upon. If the child or young person discloses abuse that happened in the past, it must be given the same level of response. It is not your role to investigate – only the Police or Oranga Tamariki can do that. Your role is to gather and share information with your organisation's Child Safeguarding Representative, Oranga Tamariki or the Police.

Consider:

- There could be other children or siblings who are also at risk – unknown victims.
- The child may have received threats of punishments or consequences of telling someone.
- The child may be frightened and fearful of the consequences of disclosing.
- The same process must be followed if the disclosure relates to historic abuse.