

## **Student Protection Policy**

### **Rationale:**

This policy outlines the Western Springs College - Ngā Puna o Waiōrea Board of Trustees' commitment to student protection.

The safety and wellbeing of students is our top priority.

We acknowledge our obligation to ensure the physical and emotional wellbeing of students in our care, so that they thrive, belong, and achieve.

We recognise that all staff and trustees have a full and active part to play in protecting students from harm.

All services provided by WSC/NPoW for the safety and wellbeing of students adhere to the principles of partnership, protection and participation and the rights and responsibilities accorded by the Treaty of Waitangi.

### **Purpose:**

1. To provide a safe environment, free from physical, emotional, verbal or sexual abuse.
2. To ensure students do not remain in an unsafe / abusive situation.
3. To provide guidelines for anyone working with students to identify and respond appropriately to suspected, potential or alleged abuse or neglect.
4. To ensure that all allegations are taken seriously and are investigated with due care, and discretion.

### **Guidelines:**

1. Each member of staff should be appropriately trained in issues of child protection so that they are aware of, and alert to, potential indicators of abuse or neglect
  - a. Under no circumstances should a member of staff attempt to conduct an investigation or deal with concerns regarding child abuse alone. Any incidents, concerns or suspicions must be reported following the procedures set out below.
  - b. Any concerns of potential, suspected or alleged abuse must be brought to the attention of the Designated Person for Student Protection. If the Designated Person for Student Protection is unavailable, or the subject of the complaint, then consultation should occur with the Principal / Tumuaki.
  - c. Staff should record a factual account of any concerns they have, or that are brought to their attention
  - d. Staff should work in co-operation with the parents and caregivers, unless this compromises the safety of the student.
2. Students' wishes will be respected as much as possible, and their safety is paramount, but.
  - a. Confidentiality may be disregarded if there is potential for harm to the student or others, as assessed by the guidance team.
  - b. The relevant external agency (Oranga Tamariki or the Police) will have the responsibility to decide on the level of intervention.

3. The name of the Designated Person for Student Protection and a means of contact, will be published on the school website
4. Procedures will comply with relevant legislative requirements and responsibilities.
5. Anyone who has direct and / or frequent contact with students, that is unsupervised, will be subject to safety checks, including a Police check..
6. Adults should always maintain appropriate professional boundaries and avoid behaviour which might be misinterpreted by others. Adults who work with students must therefore act in a way that is considered to be safe practice.
7. Where a substantive allegation is made against a staff member the Complaints Policy will be followed. This will include that they:
  - a. Will be advised as soon as practicable, as per designated procedures
  - b. May be relieved of duties, as determined by the Principal, according to contract and collective agreement guidelines
  - c. Will be given the opportunity to obtain legal advice / union representation
  - d. Will be asked to refrain from discussion of the complaint with the complainant.

## **Te Kaupapa Here Whakahaumarū Ākongā**

### **Tikanga:**

Ko te tikanga o tēnei kaupapa here he whakawhāriki i te takohanga o te Poari o Western Springs College - Ngā Puna o Waiōrea ki te whakahaumarū i ngā ākongā.

Ko te tiaki me te manaaki i te oranga o ngā ākongā te whakaarotau matua.

Ka whakamana mātou i tō mātou herenga ki te tiaki me te manaaki i te taha tinana me te taha hinengaro o ā mātou ākongā kia pai ai tā rātou noho ki waenga i a mātou kia puawai kia eke ki ngā Taumata e wawatatia ana.

E mātua mōhio ana mātou he takohanga kei ngā kaimahi me ngā kaitiaki katoa kia haumarū ai ngā ākongā.

Ka hāngai pū tonu ngā mahi tiaki me te manaaki ākongā a te kura WSC/NPoW ki ngā mātāpono o te mahi ngātahi, te tiaki, te whakauru me ngā mana, ngā takohanga e ai ki te Tiriti o Waitangi.

### **Aronga:**

1. Kia whai wāhi haumarū mai i te patu ā-tinana, ā-hinengaro, ā-kupu, ā-taitōkai hoki.
2. Kia kore ngā ākongā e noho ki ngā wāhi, ki ngā āhuatanga haumarū-kore.
3. Kia whakarite tohutohu mō te hunga e mahi ngātahi ana ki ngā ākongā ki te whakaingoa me te whakahoki tika ki ngā āhuatanga tūkinō.
4. Kia mātua mōhio te tangata ka whakamanatia, ka āta whāia hoki ngā kupu whakapae i raro i te kapua muna.

### **Ngā Tohutohu:**

1. Me whakangūngū ka tika ngā kaimahi katoa ki ngā āhuatanga whakahaumarū tamariki kia mōhio, kia mārama ai rātou ki ngā tohu o te tūkinō
  - a. Kia kore rawa tētahi kaimahi e ngana ki te whai i tētahi raru tūkinō tamaiti ko ia anake. Ki te ara mai he raru, he āwangawanga rānei me whai i ngā tohutohu kei raro iho nei.
  - b. Mēnā he āwangawanga ōu mō te āhuatanga tūkinō me tōtika tō whakamōhio atu ki te tangata kua tohua hei māngai mō te Whakahaumarū Ākongā. Ki te kore tāua tangata e wātea ana, me haere tōtika ki te tumuaki.
  - c. Me tuturu, ā, me tuhia katoatia e ngā kaimahi ō rātou āwangawanga ngā āwangawanga rānei ā ētahi atu.
  - d. Me mahi ngātahi atu ngā kaimahi ki ngā mātua me ngā kaitiaki, whēoi ki te tukituki tēnei āhuatanga ki te haumarutanga o te ākongā me whāia he huarahi kē atu.
2. Ka ngana ki te whakamana i ngā wawata a ngā ākongā, ā, ko tā rātou haumarū te kaupapa matua, whēoi;
  - a. Pēnā he pānga kino ka tau atu ki te ākongā ki ētahi atu rānei kahore he painga o te noho muna, ka tere te whai arahi mai i te tira arahi.
  - b. Kei a Oranga Tamariki, kei ngā Pirihimana rānei te whakatau mō te huarahi āwhina ka whāia.
3. Ka whakapāohotia ki runga i te whārangi ipurangi o te kura te ingoa o te tangata kua tohua ki te tūranga Whakahaumarū Ākongā.

4. Ka whakapāohotia ki runga i te whārangi ipurangi o te kura te ingoa o te tangata kua tohua ki te tūranga Whakahaumarū Ākonga.
5. Ko te hunga ka mahi ngātahi atu ki ngā ākonga ko rātou anake, ka hihiratia ngā pirihihana.
6. Me mātua tūpato ngā pakeke i ngā wā katoa ki tā ratou kawenga ki te taha o ngā ākonga kia kore e whakaaro whakaparori ētahi atu. Ko te hunga pakeke e mahi ngātahi ana ki ngā ākonga me mātua kawē i a rātou anō i raro i te tika me te pono.
7. Ki te whiua he hāmene nui ki tētahi kaimahi ka whāia ko te kaupapa here Amuamu. Ko tā tēnei:
  - a. Ka whakamōhio atu ki a rātou i te wā tika, e ai ki ngā tikanga e hāngai ana
  - b. Ka whakakorea pea te tangata ki āna mahi ki tā te tumuaki whakatau ai i raro i te kirimana me ngā tohu ārahi o te collective agreement.
  - c. Ka whakakorea pea te tangata ki āna mahi ki tā te tumuaki whakatau ai i raro i te kirimana me ngā tohu ārahi o te collective agreement.
  - d. Ka whakakorea pea te tangata ki āna mahi ki tā te tumuaki whakatau ai i raro i te kirimana me ngā tohu ārahi o te collective agreement.

## Ngā hononga tuhinga me ngā hononga korero

### Ngā kaupapa here o te kura Ngā ture me ngā tuhinga e hono ana ki te kaupapa here

Complaints Policy	Education Act 1989 [s78c-s78d, s392,s77]
Protected Disclosures Policy	Children, Young persons and their Families Act, 1989
Harassment Prevention Policy	Vulnerable Children’s Act, 2014
<i>This supersedes the Abuse Policy</i>	Employment Relations Act, 2000 [s4]
	State Sector Act 1988 [s77a(3) ]
NAG 5	Health and Safety at Work Act 2015 [s3]
	Secondary Teachers’ Collective Agreement
	Support Staff in Schools Collective Agreement