**CHILD PROTECTION POLICY**

**Designated Child Protection Officers:**

**All Registered Teachers: Rebecca Yeates, Kylie Rupapera, Bronwyn Dyke, Becky Joyce and Ella Jeffery**

**RATIONALE:**

He Waka Eke Noa ELC is committed to the protection of children and the prevention of child abuse. This policy is written under the principle that children attending our centre have a right to feel safe and comfortable.

**PURPOSE :**

The purpose of this policy is to provide staff guidelines by which to identify and respond appropriately to concerns of abuse and neglect, and to understand their role in keeping children safe.

This policy is written in accordance with the following legislation:

\*Education Act 1989

\*Children, young persons and their families Act, 1989

\*Crimes Act, 1961

\*Domestic Violence Act,1995

\*Health Act,1956

\*Health and Disability Sector Stds Reg,2001

\*The Privacy Act 2020

\*Health Info Privacy Code,1994

\*Vulnerable Childrens Act,2014

\*Care of Children Act,2004

\*Employment Relations Act,2000

\*Human Rights Act

This policy will be reviewed every year, and updated regularly in light of operational experience and in line with changes in legislation and associated policies. This policy will be placed on the wall of the staffroom at He Waka Eke Noa ELC and be available online.

**SCOPE:**

This policy covers all staff of He Waka Eke Noa ELC who have direct or indirect contact with children. This includes those staff, paid or voluntary, employed or contracted by He Waka Eke Noa ELC, as well as those professionals contracted or invited to provide services to children in the care of He Waka Eke Noa ELC. This includes teaching and non-teaching staff either onsite or at another setting.

The Children’s, Young Persons and their Families Act, 1989 defines child abuse as “the harming (whether physically, emotionally, sexually), ill treatment, abuse, neglect or deprivation of any child or young person”.

**PRINCIPLES:**

This Child Protection Policy confirms the commitment of He Waka Eke Noa ELC to the protection of children and proceeds to:

* Outline the standards and principles by which all staff will abide
* Define child abuse
* Outline the action to be taken by staff where any form of abuse or ill-treatment is known or suspected
* Establish what action is required when allegations are made against staff
* Explore the implications for staff training

He Waka Eke Noa ELC **will ensure that:**

* Staff are selected with the principles of this policy in mind.
* Staff are appropriately trained in issues of child protection
* Staff are aware of the Child Protection Policy and accompanying procedures and guidelines.

He Waka Eke Noa ELC recognises that all staff have a full and active part to play in protecting children from harm. Overall responsibility, implementation and review of this policy rests with the Centre Manager and delegated Child Protection Officers.

All services provided by He Waka Eke Noa ELC for the safety and well-being of children adhere to the principles of partnership, protection and participation: and the rights and responsibilities accorded by Te Tiriti o Waitangi.

**RESPONSIBILITIES:**

Any member of staff, paid or voluntary, may directly witness child abuse or have allegations, made by a child or an adult, relayed to them. There may also be disclosures of abuse that have occurred prior to attending daycare.

Sustained abuse and neglect of children, wherever it occurs, can have major long-term effects on all aspects of children health, development and well-being and their ability to sustain stable and meaningful relationships in the future. It is the intention of He Waka Eke Noa ELC to ensure that all staff understand their roles and responsibilities in ensuring the safety of children at all times. This is achieved through consistent and agreed protocols regarding child protection, as well as the regular undertaking of awareness-raising training.

**Each member of staff must:**

* Be aware of, and alert to potential indicators of abuse or neglect
* Record factual account of any concerns they have, or that are bought to their attention.
* Appropriately seek advice and support from their Designated Person for Child Protection who will then contact external agencies if appropriate.
* Work in co-operation with the parents and caregivers, unless this compromises the safety of the child.

**It is the primary responsibility of staff to be vigilant, have knowledge and awareness of the indicators of neglect, potential or actual abuse and to report any concerns, suspicions or allegations of suspected abuse immediately and ensure that the concern is taken seriously and reported.**

The statutory responsibility to investigate allegations of child abuse rests with Oranga Tamariki and the police.

**Definitions of Abuse: cited from**

**https://practice.orangatamariki.govt.nz/practice-standards/ensure-safety-and-wellbeing/definitions-of-abuse-neglect-and-harm/sexual-abuse/**

**EMOTIONAL ABUSE**

Emotional abuse is a pattern of systematic and purposeful harm aimed towards te tamaiti (the child) (the child).

It can occur between siblings but is more commonly perpetrated by an adult to te tamaiti (the child) (the child).

Emotional abuse is defined by the characteristics of a particular relationship between te tamaiti (the child) (the child) and the abuser. Emotional abuse is significant when the pattern of abuse is targeted, systematic and purposeful towards te tamaiti (the child) (the child).

Emotional and psychological abuse in tamariki (children) occurs when there is prolonged aggression and verbal put-downs that result in te tamaiti (the child) (the child) feeling humiliated and ashamed (whakamā) and there is an absence of positive affirmation, love and affection for te tamaiti (the child) (the child).

Emotional abuse occurs when there are repeated exposures to negative actions by others through deliberately saying things that are nasty and vitriolic. A one-off experience may be hurtful for te tamaiti (the child) (the child), but is unlikely to impact on their emotional or social functioning or their development. Repeated experiences can have significant cumulative impacts on te tamaiti (the child) (the child). A serious consequence can be described as a broken spirit.

Scapegoating occurs where a particular tamaiti (child) is singled out for admonishment and punishment, regardless of their involvement in the problem, by the parents, caregivers, family/whānau and others in the household including siblings. Te tamaiti (the child) (the child) is isolated and alienated within their family/whānau.

**Emotional abuse can:**

* Have significant long-term impacts on mental wellness
* Cause stress and distress
* Impact on someone’s ability to form healthy relationships.

**Examples of emotional abuse include:**

* Patterns of degradation, constant and vitriolic criticism, or repeated negative comparison to others
* Deprivation of contact with people significant to te tamaiti (the child)
* Corrupting, exploiting, or actively scaring and threatening te tamaiti (the child)
* A significant period of denying access to cultural, faith or other associations that sustain the sense of normality, identity and self-esteem for te tamaiti (the child) (the child)
* Ongoing exposure to family/whānau violence.

**Possible Signs:**

These signs are clues that alert us that abuse may have happened and that a tamaiti (child) may need help or protection. However, they are not conclusive evidence of abuse and there may be instances of abuse where there are no obvious signs.

**Physical Signs:**

Te tamaiti (the child) / the Child:

* soils or wets the bed with no medical cause
* has frequent psychosomatic complaints (for example, headaches and nausea)
* is pale and emaciated
* has prolonged vomiting or diarrhoea
* has malnutrition.

**Behavioural signs:**

Te tamaiti (the child) / the child:

* has severe developmental lags without an obvious physical cause
* has depression or anxiety
* is withdrawn or aggressive
* has self-destructive behavior like self-harming or cutting
* has suicide ideation or attempts suicide.

**PHYSICAL ABUSE**

Physical abuse can be any act that may result in physical harm to a tamaiti (child).

**Think about:**

* How the injury or harm happened (accidental, deliberate) — physical abuse may include bruising, cutting, hitting, beating, biting, burning, causing abrasions, strangulation, suffocation, drowning, poisoning, and fabricated or induced illness, shaking (of an infant), and use of an object as a weapon (such as a broom, belt or bat)
* The nature of the injury — injuries may include death, a bone fracture, burns or scalds, concussion or loss of consciousness, any injury that needs medical attention (such as stitches), bruises, cuts, welts and abrasions, and abdominal or internal injuries
* The circumstances (avoidable, unintentional) — such as the vulnerability of te tamaiti (the child), the number of people involved in the abuse, historical patterns of harm, the degree of violence used, and the perpetrator's history and background.

Physical abuse can be a single injury or action. It can also happen in combination with other circumstances.

Physical abuse may be deliberately inflicted or the unintentional result of the adult's behaviour (e.g. shaking of an infant).

Light smacking is not considered physical abuse.

Reports of concerns about smacking

**Possible signs:**

These signs are clues that alert us that abuse may have happened and that a tamaiti may need help or protection. However, they are not conclusive evidence of abuse and there may be instances of abuse where there are no obvious signs.

Signs can be found on their own or in various combinations or clusters.

**Physical signs:**

Te tamaiti (the child) (the child) has unexplained or inconsistently explained:

* Bruises, welts, cuts and abrasions — particularly look out for injuries in areas such as the face, ears, arms, hands, stomach, back, buttocks, genitalia, back of the legs or feet
* Fractures or dislocations — particularly look out for a fracture to the head or face, or a hip or shoulder dislocation, and for multiple fractures at different stages of healing
* Burns — burns are concerning anywhere on the body, especially if they are in the shape of an object like a stove ring or iron, or might have been caused by a cigarette or rope.

Consider the location of any injuries and the age of te tamaiti (the child) (the child). Young babies do not move around enough to accidentally hurt themselves, but older tamariki are active and can have more accidental injuries, usually on bony parts of the body like the forehead, knees or shins.

Also look out for the regularity of these injuries — check if there's a pattern.

Remember that Mongolian spots can look like bruises but they are a dark blue birthmark often found on children with darker skin. They are present on the skin at birth and are usually on the lower back or the bottom.

**Behavioral Signs:**

Te tamaiti (the child) (the child):

* Gives inconsistent or vague explanations regarding injuries
* Is wary of adults or a particular person
* Has a vacant stare or frozen watchfulness
* Cringes or flinches if touched unexpectedly
* May be extremely compliant and eager to please
* Dresses inappropriately to hide bruising or injuries
* Runs away from home or is afraid to go home
* May regress (for example, bedwetting)
* May indicate general sadness
* Could have vision or hearing delay
* Is violent to other tamariki or animals.

It may help to check the expected age and developmental stages for te tamaiti (the child) (the child). If their behavior is inconsistent with their range, you should ask more questions.

**SEXUAL ABUSE**

Sexual abuse can be any act that involves forcing or enticing a tamaiti to take part in sexual activities, whether or not a tamaiti is aware of what's happening. Sexual abuse can be, but is not limited to:

* Contact abuse — touching breasts, genital/anal fondling, masturbation, oral sex, penetrative or non-penetrative contact with the anus or genitals, encouraging a tamaiti to perform such acts on the perpetrator or another, involvement of a tamaiti in activities for the purposes of pornography or prostitution
* Non-contact abuse — exhibitionism, voyeurism, exposure to pornographic or sexual imagery, inappropriate photography or depictions of sexual or suggestive behaviors or comments, sexting, cyber grooming or grooming behaviors (grooming behaviors are not easily recognised but occur when a person prepares te tamaiti (the child) (the child) or significant others and their environment for the abuse of te tamaiti (the child) (the child) without detection).

Sexual abuse can happen within and outside the family/whānau. Most sexual abuse is done by someone te tamaiti (the child) (the child) knows.

**Tamariki Involved in Sexual Behaviours**

Tamariki sometimes engage in sexual behaviour with other tamariki. This behaviour can often be normal experimentation (such as two 5-year-olds showing each other their genitals), but sometimes tamariki are affected in more serious ways (for example, a 14-year-old showing their genitals to a 6-year-old).

When there is coercion or controlling behavior by 1 tamariki to another, the treatment sector in New Zealand considers this concerning sexual behavior if te tamaiti (the child) (the child) is under 10 years of age or harmful sexual behavior if te tamaiti (the child) (the child) is over 10 years of age.

**Disclosure**

We listen when tamariki tell us about sexual abuse or something that has happened to them (circumstances of indecency or sexual violation).

We record as accurately as we can what they say and seek appropriate supervision and advice. Be an active listener without encouraging, leading or prompting.

**Possible Signs:**

These signs are clues that alert us that abuse may have happened and that a tamaiti may need help or protection. However, they are not conclusive evidence of abuse and there may be instances of abuse where there are no obvious signs.

**Physical Signs:**

Te tamaiti (the child) has:

* Unusual or excessive itching or pain in the genital or anal area
* Stained or bloody underwear
* Bruises or bleeding in the genital or anal area
* Blood in their urine or stools
* Sexually transmitted infections.
* Behavioral signs

Te tamaiti (the child):

* Displays age-inappropriate sexual play or language
* Displays sophisticated or unusual sexual knowledge
* Refuses to go home (or to a specific person's home) for no apparent reason
* Is afraid of a certain person
* Has self-destructive or self-harming behaviors
* Displays extreme attention-seeking behaviors or extreme inhibition
* Dresses inappropriately to hide bruising or injuries, or in a non-age appropriate or provocative manner
* Has eating disorders
* Has compulsive behaviors
* Runs away from home or is afraid to go home.

**NEGLECT:**

Neglect can be:

* Physical neglect — not providing the necessities of life such as adequate shelter, food and clothing
* Emotional neglect — not providing comfort, attention and love
* Neglectful supervision — leaving tamariki (children) without someone safe looking after them
* Medical neglect — not taking care of health needs
* Educational neglect — allowing truancy, failure to enroll in education, or inattention to education needs.

Neglect could happen once or it could happen regularly.

**Possible Signs:**

These signs are clues that alert us that neglect may have happened and that a tamaiti may need help or protection. However, they are not conclusive evidence of neglect and there may be instances of neglect where there are no obvious signs.

Signs can be found on their own or in various combinations or clusters.

**Physical Signs:**

Te tamaiti (the child):

* Dresses inappropriately for the season or the weather
* Is often extremely dirty and unwashed
* Has severe nappy rash or other persistent skin disorders that are untreated
* Is inadequately supervised or left unattended frequently or for long periods

May be left in the care of an inappropriate adult

* Does not receive adequate medical or dental care
* Is malnourished (this can be underweight or overweight)
* Lacks adequate shelter.
* Behavioural signs

Te tamaiti (the child):

* Has severe developmental lags without an obvious physical cause
* Displays a lack of attachment to parents or caregivers
* Displays indiscriminate attachment to other adults
* Has poor school attendance and performance
* Is demanding of affection and attention
* Engages in risk-taking behavior, such as drug and alcohol abuse
* Has poor social skills
* Has no understanding of basic hygiene.

It may help to check the expected age and developmental stages for te tamaiti (the child). If their behavior is inconsistent with their range, you should ask more questions.

**ROLE OF THE MANAGER**

* Ensure the needs and rights of children come first i.e. the safety and well-being of each child is paramount.
* Receive information that suggests potential or actual risk of harm to a child who attends He Waka Eke Noa ELC irrespective of whether the alleged abuse is current, past or likely to occur. The Manager will advise and support staff and on the basis of the initial detail, will make a decision as to whether or not to delegate to the Designated Person for Child Protection for further action.
* Delegate to the Designated Person for Child Protection appropriate action and responsibilities as concerns are raised.
* Make any referrals to Oranga Tamariki as appropriate
* Ensure that all allegations are managed appropriately. No investigations will occur without appropriate consultation and a decision whether a response from Oranga Tamariki or the Police is required.
* Ensure that allegations or complaints (against staff) are appropriately referred to the Education Council of Aotearoa NZ (EDUCANZ)
* Ensure that the Child Protection Policy is effectively implemented.
* Ensure that all staff are aware of, have access to, full copies of the procedures for reporting child abuse.
* Ensure that all staff are recruited and employed in accordance with the guidelines identified in the Employment Policy to identify those people safe to work with children.
* Ensure that all ECE staff receive child protection training.

**ROLE OF DESIGNATED PERSON FOR CHILD**

* Ensure the needs and rights of children come first.
* Ensure and safeguard clear, confidential, detailed and dated records on all child protection cases. These must contain all available information relating to the cause for concern and any subsequent action taken, including when it has been decided not to make a notification to Oranga Tamariki or the police. These records will be kept separate from enrolment records for the purpose of confidentiality.
* Establish a close link with the relevant local agencies to ensure clear and effective communication and be a recognised contact within He Waka Eke Noa ELC for agencies to contact regarding concerns.
* Ensure that all staff are supported appropriately when dealing with child protection concerns.
* Consult with the Manager regarding all child protection concerns.

Keep a register of support agencies for parents, staff and self to utilise if necessary

**PROCEDURES**

**All staff will respond to concerns of child abuse by following the identified procedures, consulting appropriately and collaborating with external agencies. The procedures below will help staff with:**

* **The identification of abuse**
* **Handling disclosures, whether verbal or behavioural, from a child.**
* **Reporting Procedures**

**IDENTIFICATION OF ABUSE:**

If the designated person for child protection is unavailable for advice and guidance then staff should seek advice from Oranga Tamariki (0508 Family) regarding child protection concerns.

*Further information regarding signs and indicators of abuse is included in the booklet “How can I tell?” (Child Matters).*[*https://www.childmatters.org.nz/downloads/20057-how-can-i-tell-04.pdf*](https://www.childmatters.org.nz/downloads/20057-how-can-i-tell-04.pdf)

**HANDLING DISCLOSURES FROM A CHILD:**

If a child makes a verbal disclosure to a member of staff it is important that staff take what the child is says seriously. 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.

**REPORTING PROCEDURES:**

All concerns of potential, suspected or alleged abuse must be bought to the attention of the designated child protection person. A decision will be made as to whether to seek further advice or notify Oranga Tamariki or the police.

*When reporting an incident staff should:*

* Inform the Designated Person for Child Protection
* Record in writing all conversations and actions taken.

*Effective documentation, including referrals and notifications, must include the following:*

* Record of facts, including observations, with time and date

* What was said and by whom, using the persons words

* What action has been taken, by whom and when.

**KEEPING THE CHILD’S FAMILY INFORMED AND INVOLVED**

Although the parent or caregiver of the child will usually be informed of concerns, there may be times when those with parental responsibilities may not be initially informed. This may happen when:

* The parent or caregiver is the alleged perpetrator.
* It is possible the child may be intimated into silence.
* There is a strong likelihood that evidence will be destroyed.

**SHARING INFORMATION AND CONFIDENTIALITY:**

The safety of the child is paramount. At times a child is unable to speak for or protect themselves, therefore, He Waka Eke Noa ELC has a greater responsibility to know when and how to share appropriate information with external agencies to protect the safety and well-being of children.

Giving information to protect children better is not a breach in confidentiality. Where ever possible the family/whanau should be kept informed on what information has been shared and to which agency, and for what purpose. Principle 11 of the Privacy Act, 2020 states “disclosure of the information is necessary to prevent or lessen a serious threat”.

Should He Waka Eke Noa ELC be contacted with a request for information or access to interview a child then the following procedure will be followed:

* Confirm the identity of person requesting information
* Notify the Manager and Designated Person
* Identify specific information required and purpose
* Check information held – does He Waka Eke Noa ELC have the info requested?
* Manager to provide permission.
* Depending on the reason for the request, and risk to children as judged case by case inform the family that info has been requested, by whom and seek permission. If this is a child protection issue, permission from the family is not required.

Document all steps in the process. Ensure that all documentation is placed on the child’s file.

**ACTION TO BE TAKEN BY THE DESIGNATED PERSON:**

Concerns regarding alleged or suspected abuse will first be raised to the Designated Person for Child Protection. If further guidance is required then consultation will occur with the Centre Manager. A decision will be made on whether this information needs to be escalated to Oranga Tamariki. All decisions taken, including if the concern **does not** require notifying Oranga Tamariki must be recorded in writing and kept secure in a Child Protection file with the reasons clearly identified and explained.

**SAFE RECRUITMENT OF STAFF**

All appointments (permanent, fixed term, student, casual or volunteer) to positions that have direct and/or frequent contact with children will be conditional on a 7 step safety check that complies with the Childrens Act 2014 and the Education and Training Act 2020, including a Police Vet.

**STAFF TRAINING**

All staff will receive basic child protection training appropriate to their role. This will include an overview of signs and indicators of abuse, and also the procedure for responding to actual or suspected abuse and the procedures for reporting a concern. At induction, staff will be provided with a copy of the Child Protection Policy. The designated Person for Child Protection will undertake more intensive training. All staff will receive updated training every three years as a minimum.

**SUPERVISION OF STAFF AND ACCESS TO CHILDREN**

The management team of He Waka Eke Noa ELC will ensure that staff and other adults visiting or working in the service are well supervised and visible in the activities they perform with

children. This includes safe viewing windows into spaces where intimate caretaking is required. Opportunities for staff to be alone with children are kept to a minimum.

**ALLEGATIONS AGAINST STAFF**

He Waka Eke Noa ELC has a duty of care to the children it provides services to. A failure to report a significant concern about a child is a breach of that child’s human rights.

Allegations against a staff member, a volunteer or a representative of another agency must be taken seriously and reported to the Centre Manager and/or Designated Person who will deal with them immediately, sensitively and expediently within the procedures outlined in this policy. Concerns may be raised a number of ways e.g.:

* Directly by staff hearing or observing issues or behaviour of concern.
* Direct disclosure by the child
* Indirect disclosure e.g.: through artwork or friends
* Complaint from parents/caregiver or whanau
* Reports by other colleagues or agencies
* An anonymous report

It is **not** the responsibility of staff to investigate allegations of child abuse. Allegations against staff will be discussed with Management where a decision will be made if a notification to Oranga Tamariki is appropriate.

In all child protection cases He Waka Eke Noa ELC will cooperate fully with both Oranga Tamariki and the Police.

If the police decide to undertake a criminal investigation then the staff member 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.

If there is insufficient evidence to pursue a criminal prosecution, then a disciplinary investigation may still be undertaken if there is reasonable cause to suspect that abuse or inappropriate behavior may have occurred. The allegation may represent poor practice by a member of staff which needs to be considered under intern all disciplinary procedures.

A complaint or allegation against a member of staff may require a report to Education Council of Aotearoa NZ (EDUCANZ).

All staff have a responsibility to understand what constitutes appropriate behaviour in relation to children. All staff have a responsibility to maintain appropriate standards of behaviour and to report lapses in those standards by others. Any concerns or reasonable suspicions of abuse should be reported to the Manager. A person tendering his or her resignation or ceasing to provide their services will not prevent an allegation of abuse against a child being followed up in accordance with these procedures.

**CHILD PROTECTION CHECKLIST**

***To be completed for ALL children under 5 years of age, or***

***Any child where a non-accidental injury is suspected***

|  |  |  |
| --- | --- | --- |
| Last Name: | First Name: | Preferred Name: |
| DOB: | NHI: | Gender: M / F *(circle)* |

|  |  |  |
| --- | --- | --- |
|  | **YES** | **NO** |
| Is there any concern about the child and/or family’s behaviour? |  |  |
| Is there a past history of ANY INJURIES (for children under 2 years of age) |  |  |
| Does this child have a NATIONAL CHILD PROTECTION ALERT or any Report Of Concerns? |  |  |
| On examination does the child have any UNEXPLAINED INJURIES? |  |  |
| Any other concern? *(briefly outline your concern here)* |  |  |
| *If presenting with an INJURY…*Has there been a DELAY between the injury and seeking medical advice, for which there is no satisfactory explanation? |  |  |
| *If presenting with an INJURY…*Is the HISTORY INCONSISTENT with the injury and/or with the child’s developmental level? |  |  |
| *If presenting with an INJURY…*Is the child UNDER 12 months of age? |  |  |
| Any suspicion of non-accidental injury (NAI)? |  |  |
| ❑ **ALL “NO”** – No child protection concerns. No further action. |  |  |
| ❑ **Any “YES”** – Discussed with : |  |  |
| If YES, ensure routine enquiry for **intimate partner violence** for the mother |  |  |
| **PLAN:** | | |
| **Report Of Concern completed :** ❑ Yes ❑ No | | |

**Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CHILD PROTECTION FLOWCHART**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **IMPORTANT**  **PHONE NUMBERS** | **STEPS** | **Yes** | **No** | **REMEMBER**    **IN**  **ALL CASES**  **WHERE CHILD ABUSE IS SUSPECTED**  **A COMPLETED REPORT OF CONCERN TO ORANGA TAMARIKI**  **(Ministry for Vulnerable Children)**  **MUST BE CONSIDERED** |
| **Oranga Tamariki**  Ministry for Vulnerable Children  (24hrs)  0508 FAMILY  0508 326 459 | 1. **Identify/Suspect Physical, Emotional, Psychological Abuse or Neglect**  * Signs and symptoms * Thorough history * Have suspicion |  |  |
| **Disclosure of Suspicion SEXUAL ABUSE 0-17yrs**   * Presenting complaint / concern * Genital injury * Sexualised behaviour |  |  |
| **NZ Police**  (24hrs)  111 | 1. **Support and Empower Victims of Abuse**  * Provide emotional support for identified or suspected victims  1. **Assess Risk**  * If there are immediate safety concerns, contact the Police * Screen parents / caregivers for Family Violence if possible  1. **Safety Planning and Referral**  * Consult with experienced colleagues * Oranga Tamariki * A “Report of Concern” to Oranga Tamariki must be considered |  |  |
| **Women’s Refuge**  (24 hrs)  0800 REFUGE  0800 733 843 |
| **Victim Support**  (24 hrs)  0800 VICTIM  0800 842 846 | 1. **Documentation**  * Document thoroughly in client’s records * Use facts and observations * File copy of Oranga Tamaraki “Report of Concern” form into client’s record |  |  |
| 1. **Referral to Statutory Authorities**  * Police * Oranga Tamariki   Scan/email : [Contact@mvcot.govt.nz](mailto:Contact@mvcot.govt.nz) |  |  |