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Social Socks Charitable Trust Child Protection Policy

Rationale:

The Social Socks personnel will work with children, parents and the community to ensure the safety of children. Children's safety underpins everything that we do.

Purposes:

- The welfare of children is the primary concern of Social Socks Charitable Trust (SSCT).
- That Social Socks personnel will be well trained to ensure that the safety of children is paramount while on the school premises.
- SSCT will work in partnership with children, parents/carers and schools to promote the welfare, health and development of children.

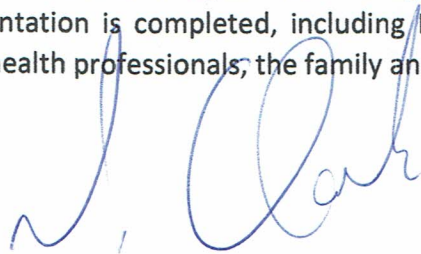
Procedures:

1. SSCT works within the School's Child Protection Guidelines.
2. SSCT abides by the Children, Young Persons and their Families Act (1989) and The Care of Children Act (2004).
3. SSCT provides adequate and appropriate staffing resources, training and support to their personnel.
4. SSCT abides with the Education Review Office requirements in respect of references and Police Checks for all personnel working in the schools, to ensure that no disqualified person or unfit person works for SSCT or has access to the children.
5. Anyone working on behalf of SSCT, will never be left alone with a child.
6. The SSCT Complaints Policy and Procedure will be brought into action if a complaint is laid against a team member or the SSCT.
7. Training is completed in-house to all team members annually to ensure that they are able to recognise the signs and symptoms of possible abuse. It is the Social Socks Session Coordinator responsibility to make sure that all team members working for SSCT knows the procedures for reporting and recording their concerns.
8. If while running the Social Socks programme a team member has concerns about abuse or neglect of a child, or a child discloses abuse, the team member will record the incident in the Social Socks Session Journal, write down observations they have made and what the

child says, and then immediately notify the Social Socks Session Coordinator who will then inform the classroom teacher and/or senior teacher. It is the school's responsibility to follow their own policies. If Social Socks Session Coordinator feels that a notification should be made, even if the school has made a notification, then the Social Socks Session Coordinator will follow the guidelines on *How to Make a Notification to Protective Services*.

9. If while running the Social Socks programme a team member has concerns about the welfare of a child or their emotional/psychological health, then they will discuss it with the Social Socks Session Coordinator who will then inform the teacher and/or senior teacher. It is the school's responsibility, if necessary, to discuss the issue further with the parent of the child and other services, and to advise the parent of support services for the child and family, such as counselling. If SSCT feels that a notification should be made, then the Social Socks Session Coordinator will follow the guidelines on *How to Make a Notification to Protective Services*.
10. If a parent contacts the Social Socks Session Coordinator or Programme Manager directly, by phone or email with concerns about their child, the Session Coordinator or Programme Manager can provide information about services in the community that can help their child. Families can be directed to the Social Socks website which has an up to date list of services in the community. If there are concerns about the child's wellbeing, then information will be given to the parent about how they can contact Oranga Tamariki, Child, Youth and Family if appropriate, and inform the classroom teacher if consent is given by the parent to do so. The Session Coordinator will record the parent's concerns on the Social Socks Incident Report. If SSCT feels that a notification should be made, then the Social Socks Session Coordinator will follow the guidelines on *How to Make a Notification to Protective Services*.
11. The Social Socks Programme Manager or Session Coordinator will ensure all documentation is completed, including Incident Form and if necessary will work with Police, health professionals, the family and child.

Approved: _____



Date: _____

5/3/18

Reviewed: _____

Date: _____