



Safeguarding and Child Protection Policy

1. Our Commitment to Child Safety

The Halberg Foundation (Halberg) seeks to take every opportunity possible to ensure our provisions, services, and environments are safe and empowering for our children, young people and staff. The Halberg Executive Board is committed to driving child safeguarding and protection best practices (as per the Australian [National Principles for Child Safe Organisation Principles](#) which have been reflected in the Royal Commission of Inquiry's Abuse in Care recommendations). This **Safeguarding and Child Protection Policy** identifies our child safeguarding and protection expectations.

Our Child Safeguarding and Protection Handbook provides staff with the guidance needed to put these commitments and expectations into practice.

We also ensure tailored versions of this Safeguarding and Child Protection Policy and our relevant child safety processes are accessible for children, young people and their families.

2. Scope

In creating a safeguarding culture and with safeguarding being a shared responsibility, all those representing Halberg must demonstrate safe practice and help us identify and respond to any child safety concerns.

Our child safety expectations apply to all physical and online environments and any other aspects falling under Halberg's brand and remit.

Our commitment supports all children and young people being assisted by Halberg, as well as any other child or young person who may come to Halberg's attention in relation to child safeguarding or protection.

3. Key Definitions

Children and Young People	<p>This guidance supports all children and young people under 18 years, in accordance with the Children's Act 2014 and the United Nations Convention on the Rights of the Child 1989 (ratified by New Zealand in 1993).</p> <p>Although not covered by New Zealand's statutory child protection system, we can extend our support for state-care-experienced young people between the ages of 18 and 25 who are also recognised under the Children's Act 2014.</p>
Staff	<p>Staff is any person serving or representing the Halberg Foundation, regardless of whether they are in a paid, voluntary, or contracted position or in child or non-child facing roles.</p>
Contact	<p>As per the Children's Act 2014 - we recognise 'regular or overnight contact' with children and young people for the purposes of children's</p>



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worker safety checks, as including in-person contact, and contact or communication via ICT (information communication technology) resources and by telephone.

4. Our Child Safety Principles

Our safeguarding and child protection requirements incorporate several principles, including:

- A zero tolerance for child abuse and neglect.
- Safeguarding is a shared responsibility.
- Commitment to developing and maintaining a safeguarding culture that safeguards everyone.
- Taking every measure possible to ensure that Halberg is a safe organisation, free from harassment, adversity and abuse.
- Applying our safeguarding responsibilities when working collaboratively with child protection services when identifying or responding to known or suspected abuse and/or neglect concerns.
- Being advocates for children's rights.
- Being legally compliant and exceeding these requirements where possible by promoting safeguarding best practices.
- Being child-focused and centred in all that we offer and support.
- Prioritising diversity and inclusion and helping everyone engage and reach their full potential.

5. Legislation

As a matter of best practice, our safeguarding commitments and responsibilities are informed by national and international legislation and instruments.

The [Children's Act 2014](#) is the primary New Zealand legislation guiding our organisational child protection responsibilities, particularly those relating to staff safety checks and child protection policy requirements (this Commitment Statement).

We also strive to demonstrate compliance with any applicable international instruments relating to the safety of children and young people, notably the [United Nations Convention on the Rights of the Child 1989 \(UNCRC\)](#) and the [United Nations Convention on the Rights of Persons with Disabilities \(UNCRPD\)](#).

All children have a right to provisions, participation and protection.

6. A Safe Workforce

6.1 Safer Recruitment



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Halberg is compliant with all Children's Act 2014 safety check appointment and renewal requirements. However, our **safer recruitment processes** exceed these safety check requirements by ensuring safeguarding is captured in all our recruitment, selection and onboarding stages for all staff (paid, voluntary and contracted).

We are also committed to not using 'settlement agreements' where these are contrary to a culture of safeguarding. Should a staff member be subject to an allegation and decide to resign or cease to provide their services to Halberg, this will not prevent the allegation from being investigated in accordance with our Investigation Policy. Halberg is committed to not using 'settlement agreements' where these are contrary to a culture of safeguarding.

6.2 Safeguarding Roles and Responsibilities

Safeguarding is a shared workforce responsibility, as reflected in all staff position descriptions. In addition to these responsibilities, some staff hold other specific child safeguarding responsibilities (e.g. HR, Governance and Leaders) or roles, such as our Designated Safeguarding Staff (e.g. Designated Safeguarding Trustee, Safeguarding Leads, and Champions etc.).

6.3 Safeguarding and Child Protection Learning and Development

At Halberg, child safety induction and training for staff are mandatory requirements. Our Halberg Induction incorporates child safeguarding, and all staff complete safeguarding and child protection training at a level applicable to their role and responsibilities.

7. Promoting Safe Practice

To ensure everyone's safety, the Child Safeguarding and Protection Handbook details expectations relating to staff upholding their Position of Trust and our Code of Conduct.

Halberg's Code of Conduct encompasses requirements on physical and verbal conduct across all environments (including online and via e-technology resources) and provides further guidance on key areas of practice.

8. Recognising and Responding to Child Safety Concerns

8.1 Recognising, Responding to and Reporting Concerns

The Child Safeguarding and Protection Handbook is structured to guide staff through the main Rs of child protection, which includes supporting staff with:

- Understanding abuse concerns can relate to a child /young person's well-being and safety or an allegation against a staff member's conduct, behaviour or engagement with a child.
- Recognising and responding to child safeguarding and protection concerns, including by following best practice in responding to the different types of disclosures and complying with Halberg's mandatory internal child safety reporting processes.
- Recording child safety concerns, e.g. using our incident form.



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- Reporting child abuse concerns directly to Oranga Tamariki or the Police.

8.2 Allegations Against Staff

Any potential breach of being in a Position of Trust or our Child Safety Policies, Procedures or Safeguarding Code of Conduct is taken seriously, will be investigated as per our Investigations Policy and may be subject to disciplinary action, up to and including dismissal.

Any complaints, concerns or allegations that we consider breach New Zealand laws and/or that require specialist support may be referred directly to the Police and/or Oranga Tamariki and, where applicable, any relevant sporting bodies.

8.3 Referring Concerns

Where concerns arise, subject to the significance of the concern, our responses can align with any of the following intervention levels:

- Early Help
- Community Support
- Child Protection Services
- Specialist Support for Online Concerns

8.4 New Zealand Sport and Recreation Complaints and Mediation Service

Should someone be dissatisfied with our response to a concern or, for any reason, lack trust in our advocated reporting processes, we would support that person in contacting [New Zealand's Sport and Recreation Complaints and Mediation Service](#).

9 Working Together

6.1 Engaging Children and Young People in our Safeguarding Culture

To help promote a 'say something' culture, we seek to utilise a variety of approaches to support empowering and actively engaging children, young people and their families in our safeguarding culture.

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