

Child Protection Policy

Reviewed:	September, 2024	Next Review:	September, 2027
Applies to:	Administration, Pre-School, Junior School, Girls' School, Boys' School		
Associated Policies:	Health and Safety, Lockdown, Supervision and Collection of Pupils, Child Abuse and Neglect, Minimising Physical Restraint and Reducing Student Distress		

1 Background

- 1.1 This policy endeavours to ensure that the safety of pupils is protected by establishing procedures to cover a range of potentially threatening situations. Child safety includes the physical and the emotional safety of the pupils of the school.
- 1.2 Our Child Protection policy, along with supporting policies and procedures, applies to any students at The Cathedral Grammar School who is defined as a child under the Children's Act 2014 (Part1, s.5). Where this policy refers to "pupils" to maintain consistency with our school documentation, child protection requirements apply, with the exception of those outside the Children's Act definition.
- 1.3 As required by the Children's Act 2014 (s. 14), we have adopted this Child Protection policy as our framework for student safety at The Cathedral Grammar School. This policy contains provisions for identifying and reporting child abuse and neglect, with further detail provided in our Child Abuse and Neglect policy.
- 1.4 Guidance provided by The Cathedral Grammar School for the safety and wellbeing of students aligns with the principles of partnership/mahi tahi, protection/kaitiakitanga, and participation/whai wāhi; and the rights and responsibilities of all members of our school community as outlined by Te Tiriti o Waitangi. We recognise the importance of involving family/whānau in decision-making, and we involve students in decision-making about themselves in age-appropriate ways.
- 1.5 Our child protection policy, along with supporting documentation, ensures we maintain student welfare as our primary concern, and keep the student at the centre of decision-making. We aim to safeguard our students from abuse and neglect by encouraging concerns to be recognised and shared, and having systems to respond when concerns are raised.

- 1.6 We support the wellbeing/hauora of our students by establishing positive learning environments, a safe, empathetic and nurturing culture, and through promoting respectful relationships between pupils and staff that reflect our special character and Christian values.
- 1.7 We foster a safe atmosphere for our pupils to speak up if they feel that something is wrong or that they are being mistreated. A variety of programmes may be used to support pupils to identify healthy and unhealthy relationships. We have a structured Relationships and Sexuality Education Programme across the school and use Komodo to monitor the wellbeing of our senior students. Wellbeing cares and concerns is an agenda item at weekly leadership and teaching staff meetings, and staff record wellbeing concerns for pupils in our student management system.
- 1.8 The principal is the designated child protection person in the school with the focus of being the primary point of contact for concerns about students, including concerns about abuse and neglect. In situations of concern, we aim to work together and intervene early to support pupil safety and wellbeing.

2 Objective

2.1 To ensure the safety of all children at the School as it relates to the following situations:

2.1.1 Abuse and neglect

2.1.2 Children's workers (core and non core)

2.1.3 Physical restraint and distress

2.1.2 Non-custodial parent and Family Court orders

- a non-custodial parent demands access to a child at school
- a parent breaches access arrangements or a court order by entering the school

2.1.3 Persons who are intoxicated or affected by drugs

- an unauthorised or authorised person (e.g. parent, visitor, caregiver, stranger) who appears to be under the influence of a mind altering substance, while on School grounds, or
- an authorised collector who appears to be under similar influence, who attempts to remove a child from the School.

2.1.4 Persons threaten violence or acts violently

- a person threatens or appears to threaten staff and/or a child
- a person acts violently within or around the school grounds

2.1.5 Pupils require immediate isolation from an event

- vehicle accident immediately outside school premises
- serious accident/event near/within school premises

2.1.6 Civil Defence or other emergency

- earthquake, flood, etc

- fire

3 Policy

- 3.1 The safety/needs of the children and staff will override the “Supervision and Collection of Pupils Policy” and the rights of otherwise authorised people to remain on the premises.
- 3.2 If a staff member reasonably suspects that the actions or presence of a person may compromise the safety of a child or children at the school, the first priority of a staff member will be to immediately minimise the risk to any child(ren).
- 3.3 The second priority of the staff member will be to inform their Dean or direct report, Deputy Principal or the Principal.
- 3.4 If the staff member and/or Dean/direct report reasonably suspects that there is a risk of danger and/or violence, having fulfilled the requirement to minimise the immediate risk of direct danger or violence to a child(ren), he/she will inform the School Office where staff will:
 - Call the Police,
 - Consult with either the Principal, Deputy Principal, Business Manager or Dean/direct report as to further action.
- 3.5 If the staff member, Principal, Deputy Principal, Business Manager or Dean/direct report believe that it would be prudent in the circumstances to institute a lockdown, the procedure will be activated immediately.
- 3.6 In all circumstances, those staff members directly involved with the event will:
 - Endeavour to calm the situation for all concerned.
 - Take reasonable steps to keep any children and adults safe.
 - Contact the Principal, Deputy Principal, Business Manager or Dean/direct report or School Office.
 - Remain with the child/children until the safety of the latter has been assured, if prudent and possible.
 - Assist as necessary with contacting family members and/or the appropriate agencies to take care of any child(ren).
 - After the event, assist the Dean/direct report in the writing of a confidential report detailing what occurred and the actions taken. This report will be filed in the appropriate secure documents section of child(ren)’s personal file on the student management system.

4 Abuse and Neglect

- 4.1 Refer to and follow all procedures within the School’s Child Abuse and Neglect Policy.

5 Children’s Workers

5.1 All core and non-core children’s workers are required to be safety checked before their appointment. Refer to and follow all procedures within the School’s Children’s Workers Safety Checking Policy.

6 Physical Restraint and Distress

6.1 Refer to and follow all procedures with the School’s Physical Restraint Policy and Reducing Student Distress Policy.

7 Custody and Court Orders:

7.1 The School is obligated to comply with appropriate orders of the Family Court and will endeavour to accommodate custody arrangements as these affect the school. In doing so, the school will, where possible, take a stance in which the best interests of the child to experience school as a safe haven from inter-parental conflict will be respected.

7.2 In implementing this stance and subject to the directions of any court order about contact with a parent, a “no surprises” policy will be followed in which both parties in any split family will be aware of the actions of the other that involve the school e.g. visiting a child at school.

7.3 Where a Family Court Order preventing access to a child exists, relevant documents about this will be provided to the school and any appropriate content will be made known to staff in the affected department.

7.4 Where a parent appears to be in breach of a Family Court order while on the school premises, the teacher, Dean and Deputy Principal / Principal will be informed, and the most senior of these present will immediately inform the holder of the Court Order. Where possible, but without compromising the safety of the child concerned, a person breaching a Family Court order will not be permitted access to the child concerned. Where access cannot be prevented, a staff member will remain with the child if at all possible.

8 Evacuation:

8.1 Refer to and follow all evacuation procedures in the Health & Safety Policy.

9 Isolation:

9.1 There may be instances where it is prudent to keep all pupils inside and away from the School boundaries. Events involving serious trauma, for example traffic accidents or playground

accidents, where injured or deceased people may be visible, may have significant adverse psychological impacts on pupils. In such cases, it may be determined that it would be better that the pupils be kept away from / out of view of these incidents. In these circumstances, the Lockdown procedure below may be implemented to isolate pupils from the event.

10 Lockdown

- 10.1 Refer to and follow all procedures with the School's Lockdown Policy.