

New Plymouth Contract Bridge Club

Title		Child Protection Policy
Policy	<p>Definition</p> <p>Children and young people are classified as being under the age of 18 years</p> <p>Objective:</p> <ul style="list-style-type: none"> To provide a safe environment for for children and young people while participating in club activities (eg teaching, volunteering and playing). To support members to adopt best practice to safeguard and protect themselves, children and young people from harm by abiding by this Policy and procedures <p>Criteria</p> <ul style="list-style-type: none"> Those working with children and young people will complete a declaration form to the Committee (attached). Members should always work in pairs (preferably in grpups of five). Guardian consent for participation in club activities and their contact number is obtained. Guardians must provide clear instructions on medical issues and requirements. <p>Responsibilities</p> <ul style="list-style-type: none"> To respond to any allegations of misconduct or harm to children (see NZBA guidelines When working with schools, the member/s should be aware of any specific school Child Protection requirements and familiarise themselves with the reporting procedures of the school. To adhere to the attached NZBA Code of Conduct Transport: Information to parents must include start time and pick up times and arrangements. No child or young person is to be left to make their own way home after an event unless permission has been obtained. Clarity around who will be picking up must also be provided. <p>Transport of children by club members should be discouraged, and avoided if possible. Adults should not be put in a position where they are alone in a vehicle with a young person. If this does occur permission should be given by the guardian and the young person should travel in the back of the car,</p> <ul style="list-style-type: none"> If an emergency occurs instigate emergency procedures and obtain immediate medical attention. Ensure a club member accompanies the minor to hospital and contact the parent/guardian. Notify the police if necessary. Keep a written account of all events and times 	
Reference	NZBA H&S Policy	
Responsibility	H&S Officer	
Date:	October 2021	

CODE OF CONDUCT - OVERVIEW

- Be professional and maintain a high standard of personal behaviour at all times
- Recognise the trust placed in adults by children and young people and recognise the power held over children by adults. Treat this trust of power with the highest responsibility.
- Always try to work in an open and accountable manner . Working in view of others whenever possible. Be willing to accept questions or criticism regarding good practice. Expect others to work in an open and accountable way, question and criticise the practice of others if necessary.
- Maintain a professional relationship with children. Any form of sexual relationship or activity with a child is unacceptable.
- Do not be under the influence of drink, drugs or illegal substances when working with children or young people.
- Use appropriate language at all times - do not raise your voice, do not swear, be derogatory or sarcastic and never make sexual or suggestive comments to a child. If a child makes such comments be ready to enforce these boundaries in your response.
- Do not appear to favour one child or show interest in one child more than another.
- Do not discriminate against a child because of their age, gender, disability, culture, language, racial origin or sexual identity. Always oppose any form of discrimination, oppression or exploitation of children and young people, and preserve their rights.
- Use physical contact with children or young people only where necessary. If contact is necessary (e.g. for first aid), explain to the child what the contact is for and change your approach if he/she appears uncomfortable.
- Be aware of situations that can be misunderstood or manipulated by other adults (e.g. if an adult is alone with a child in a room or a car, he or she may be vulnerable to allegations of misconduct).
- Always be vigilant and aware of how actions can be misinterpreted by children. Actions made with good intentions can seem intrusive and intimidating to some children.
- Sometimes children become attracted to the adults working with them. Adults should be aware of the impact of their action and should sensitively address any misunderstandings
- Use information appropriately, respecting the privacy of children and young people, maintaining confidentiality where necessary, respecting their right be informed of matters concerning themselves, and avoiding the misuse of personal information