



Cure Boating Club Member Protection Policy

1. Purpose

The Cure Boating Club runs club rowing programmes that include rowers of any age. Programmes involving schools are also run from the club facility.

This policy is designed as an overarching policy to ensure that all club members and participants¹ are governed by a set of policies which ensures the wellbeing and safety of all. The policy provides guidance on how to identify and respond to concerns about potential member protection concerns. The policy has a particular but not exclusive focus on possible abuse, maltreatment, or neglect of children under the age of 18.

- 1.1 The interests of the member will be the paramount consideration when any action is taken in response to suspected abuse or neglect. Cure Boating Club commits to support the statutory agencies Oranga Tamariki and the New Zealand Police (the Police) to investigate abuse and will report suspected cases and concerns to these agencies as outlined in this policy.
- 1.2 The process for responding to a concern about a member is attached as Appendix B.
- 1.3 A delegated Member Protection Sub-committee of three people² will be responsible for carrying out the responsibilities outlined in this policy.
- 1.4 This policy sits within the wider framework of the Cure Boating Club Health and Safety Management System that is reviewed annually and ensures the maintenance and three-yearly review of this policy.
- 1.5 This policy is consistent with Oranga Tamariki and Police guidelines and will be updated when new guidance is issued.
- 1.6 This policy was approved by the Cure Boating Club Committee on 4 November 2020.
- 1.7 A digital copy can be found on the Club website at www.curerowing.co.nz.

¹ See Definitions in Appendix A

² See Protection Procedures 6.7 and Appendix A

2. Scope and Principles

This policy provides a framework and expectations to protect members and participant behaviours in response to actual or suspected abuse, maltreatment, and neglect. It applies to all participants.

- 2.1 In addition to guiding participants to make referrals of suspected child abuse and neglect to the statutory agencies—i.e., Ministry of Vulnerable Children (Oranga Tamariki) and the Police, this policy will also help participants identify and respond to the needs of vulnerable members whose wellbeing is of concern.

3. Definition of Child Abuse

This Member Protection Policy supports our members to respond appropriately to potential member protection concerns, including suspected abuse or neglect.

- 3.1 **Physical abuse** is any act that may result in physical harm. It can be but is not limited to bruising, cutting, hitting, beating, biting, burning, causing abrasions, strangulation, suffocation, drowning, poisoning, and fabricated or induced illness.
- 3.2 **Emotional abuse** is the persistent emotional ill-treatment of a member such as to cause severe and persistent adverse effect on that person's emotional development. This can include a pattern of rejecting, degrading, ignoring, isolating, corrupting, exploiting, or terrorising. It may also include age or developmentally inappropriate expectations being imposed on children. It also includes the seeing or hearing the ill-treatment of others.
- 3.3 **Sexual abuse** involves forcing or enticing a child to take part in sexual activities as well as non-contact acts such as involving children in the looking at or production of sexual images, sexual activities, and sexual behaviours. It includes forcing any member of whatever age to engage in a non-consensual sexual act.
- 3.4 **Neglect** is the persistent failure to meet a child's basic physical and/or psychological needs, causing long term serious harm to the child's health or development. It may also include neglect of a child's basic or emotional needs.

The Club recognises that members who are not children can also be subjected to physical, emotional, and sexual abuse and this policy is designed to protect all against such abuse.

4. Roles and Responsibilities of Participants

It is the responsibility of all participants 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.

5. Vetting

- 5.1 Any persons who coach or volunteer on behalf of the Club or persons who interact with children as part of their club activities may be police vetted on request at the discretion of the Club.
- 5.2 School programmes shall be responsible for vetting their own coaches.

6. Protection Procedures

The Club has a duty of care to respond to all concerns of potential suspected or alleged abuse.

- 6.1 If a member makes a verbal disclosure to a participant, it is important that what the member says is taken seriously.
- 6.2 Participants are to listen carefully to what the person is saying and are not to interview them or ask too many questions, ask the very basics i.e. Who/When?
- 6.3 Once the basics have been ascertained, no further questions are to be asked. What the person has said is to be documented, this should include time, date and who was present. Where applicable, this information will be passed onto authorities as soon as possible. See <https://safeguardingchildren.org.nz/wp-content/uploads/2020/09/Report-of-Concern.pdf>
- 6.4 Where the member concerned belongs to a school programme, the Teacher in Charge of rowing for the programme should be immediately informed.
- 6.5 Where a disclosure of abuse is made that involves a child, advise Ministry of Vulnerable Children (Oranga Tamariki) or Police promptly.
- 6.6 Concerns should be brought to the attention of a trusted member of the committee:
 - I. A sub-committee of 3 will be formed by that committee member to ensure that the most appropriate people are involved. The sub-committee will include the President if there is not a conflict of interest.
 - II. There will be one designated person of the sub-committee that will be the spokesperson.
- 6.7 Deciding when and who will inform the parent(s) and/or caregiver will be determined by Oranga Tamariki and the Police in consultation with the spokesperson for the Member Protection Subcommittee or School.

7. Confidentiality and Information Sharing

- 7.1 Where applicable, we will seek advice from Oranga Tamariki and/or the Police before identifying information about an allegation is shared with anyone, other than the service manager or designated person. Participants should be aware that:
- (a) Under sections 15 and 16 of the Oranga Tamariki Act 1989 any person who believes that a child has been or is likely to be, harmed physically, emotionally, or sexually or ill-treated, abused, neglected, or deprived may report the matter to Oranga Tamariki or the Police and provided the report is made in good faith, no civil, criminal or disciplinary proceedings may be brought against them.
 - (b) When collecting personal information about individuals, it is important to be aware of the requirements of the privacy principles – i.e., the need to collect the information directly from the individual concerned and when doing so to be transparent about: the purposes for collecting the information and how it will be used; who can see the information; where it is held; what is compulsory/voluntary information; and that people have a right to request access to and correction of their information.
- 7.2 Participants may, however, disclose information under the Privacy Act/Health Information Privacy Code where there is good reason to do so – such as where there is a serious risk to individual health and safety (see privacy principle 11/Code rule 11). Disclosure about ill-treatment or neglect of a child/young person may also be made to the Police or Oranga Tamariki under sections 15 and 16 of the Oranga Tamariki Act 1989.

8. Child Safe Practice Guidelines

- 8.1 If any form of physical contact is required ask the person's permission, explain what you are doing and why, to both the club member and where applicable, to their parents/caregivers.
- 8.2 Where possible ask parents/caregivers to be responsible for children or young people in changing rooms. Always ensure that whoever supervises does so in pairs.
- 8.3 Where there are mixed teams away overnight, teams should always be accompanied by an adult male and female coach or helper.
- 8.4 If it is necessary to do things of a personal nature for a child, make sure you have another adult accompanying you. Get the consent of the parent/caregiver and if possible, the child. Let them know what you are doing and why.
- 8.5 Avoid situations where you are alone with a child, while acknowledging that occasionally there may be no alternative, for example, where a child falls ill and must be taken home. However, one-to-one contact must never be allowed to occur on a regular basis.

- 8.6 Don't allow physically rough or sexually provocative games, or inappropriate talking or touching.
- 8.7 Ensure that any claims of abuse by a child are taken seriously and that the guide to report suspected or actual abuse included in this policy as an appendix is followed.
- 8.8 Ensure that the nature and intensity of training and competition does not exceed the capacity of a child's immature growing body and ability.
- 8.9 Ensure that use of photographic images and video are for appropriate purposes.
- 8.10 That all people responsible for children and young people at any given time should always remain in an alcohol-free state that they can react appropriately to any situation that may arise.

9. Allegations made against Participants

- 9.1 Allegations, suspicions or complaints of abuse against participants or must be taken seriously and reported to a trusted Cure Boating Club committee member. The committee member has a duty of care to act immediately, sensitively, and expediently in accordance with the Club procedures outlined under Protection Procedures in Section 6.
- 9.2 Where an allegation is made in relation to a member who is not a child, then the Club shall investigate the allegation in accordance with its Code of Conduct and disputes policy.
- 9.3 It is not the responsibility of any member or participant to investigate allegations of child abuse.
- 9.4 If the Police decide to undertake a criminal investigation, then the participant who is the subject of the allegation may be suspended from the Club, 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.

File location: Master held in Club Safety Policies and Procedures folder. Copy on Club website.

11. APPENDIX A: Definitions

Child – any child or young person aged under 18 years. Child protection – activities carried out to ensure that children are safe in cases where there is suspected abuse or neglect or are at risk of abuse or neglect.

Disclosure – information given to a Participant by a child, parent, or caregiver or a third party in relation to abuse or neglect.

Member means any member of Cure Boating Club and includes rowers who participate as part of a School Programme.

Member Protection Sub-committee means a group of 3 persons, including the Club President providing there is no conflict of interest, whose purpose is to ensure that concerns and reports are managed appropriately.

Oranga Tamariki – the agency responsible for investigating and responding to suspected child abuse and neglect and for providing care and protection to children found to be in need.

New Zealand Police – the agency responsible for responding to situations where a person is in immediate danger and for working with Oranga Tamariki in child protection work and investigating cases of abuse or neglect where an offence may have occurred.

Participant means any person who participates in the sport of rowing at Cure Boating Club or who uses the club premises, and includes without limitation, all members, club coaches, school coaches, parents, supporters, paid staff, contractors, and officers of the Club.

12. APPENDIX B:

Steps for reporting suspected or actual Member abuse

CHILD ABUSE IS EITHER SUSPECTED OR DISCLOSED

- Ensure the child or young person is safe from immediate harm.

LISTEN

- **Listen carefully** to what the child is saying **DO NOT** interview the child or ask too many questions, ask the very basics i.e. Who/when?
- Once you have ascertained the basics **DO NOT** question them further. Document what the child has said, include time, date and who was present so you can pass this information to authorities as soon as possible.
- Report your concern to a committee member you trust.

HOW TO REPORT YOUR CONCERN

- If you ever think a person is in immediate danger, call the Police (**111**).
- Advise **Ministry of Vulnerable Children (Oranga Tamariki)** on 0508 FAMILY (0505 326 459) or **Police** promptly when a disclosure is made.

POLICE

- The Police have a dedicated team of investigators who focus on Child Protection in all 12 Districts.
- Deciding when and who will inform the parent(s) and/or caregiver will be determined by Oranga Tamariki and Police in consultation with the PU Child Protection Advisor. Report early so there is time to consider what is best for the child.
- Police and Oranga Tamariki will arrange interviews of the children.
- **DO NOT** conduct an investigation of your own before making a report of concern.