



**ENGINEERS
WITHOUT
BORDERS/NZ**

Child Safeguarding Policy

Version Control

Version	Purpose	Prepared by	Date	Approved by	Date
1	Draft for Board Review	Carys Everett	7 March 2018	Rob Cardwell	22 March 2018
2	Regular update	Jen Johnstone	14 August 2020		
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1. PURPOSE

This policy has been developed to prevent and minimise the risk of child abuse and exploitation in all EWBNZ programmes. This policy aims to actively promote a culture that recognises the rights and dignity of children through the promotion and protection of safe, trusting, reliable and supportive relationships between all involved in the aid and development work.

The purpose of this policy is to

- Establish and maintain an organisational culture of child safety.
- Raise awareness of child rights and child protection.
- Prevent child abuse within EWBNZ
- Provide guidance to employees and volunteers as to action that should be taken where they suspect any abuse within or outside of the organisation.
- Provide a clear statement to employees, volunteers and partner organisations forbidding any such abuse.
- Provide assurance that any and all suspected abuse will be reported and fully investigated.
- Ensure appropriate recruitment, selection and screening of EWBNZ stakeholders, including safety checks in compliance with Section 31 of the Vulnerable Children's Act 2014.
- Outline principles relating to confidentiality and information sharing.

2. POLICY

EWBNZ recognises that there are a number of potential risks to children in the delivery of our programmes and activities. EWBNZ acknowledges that some children are more vulnerable to abuse and exploitation than others. Children living in poverty, children with disabilities, children from minority groups and children living in emergency or conflict situations are often at higher risk of abuse.

EWBNZ recognises its duty of care to take all reasonable steps to ensure that children in contact with our programmes and activities are free from the risk of harm, abuse, or exploitation. EWBNZ is committed to taking all necessary steps to ensure that all children and young people with whom we work are provided with a child safe environment at all times. EWBNZ is committed to taking proactive steps to create a child safe culture and child friendly programmes.

EWBNZ's child protection principles are:

- All children, in all circumstances, have the right to feel safe, to be safe, and to live free from harm, exploitation and abuse;
- All children should be equally protected regardless of their gender, nationality, religious or political beliefs, age, sexual orientation, family and social background, economic status or physical and mental health;
- Any form of child abuse and exploitation is unacceptable and will not be tolerated;
- Action should be taken to protect children from physical, sexual, emotional, psychological, and/or cultural abuse and from neglect;



- Everyone is responsible for the care and protection of children
- Any proven act of child abuse or exploitation will be grounds for termination of employment/cessation of involvement.
- In all prevention and response measures the safety, welfare, needs and wishes of the survivors remains paramount

EWBNZ commits to take proactive steps to create child safe and child friendly programmes by:

- Conducting child safeguarding risk assessments for all programmes and activities;
- Promoting and raising awareness of children's rights, including ensuring that staff have sufficient awareness and training related to child safeguarding
- Assessing partner organisation's risk mitigation measures in respect to child safeguarding;
- Implementing a child photo and story consent protocol;
- Implementing child-safe recruitment and onboarding requirements;
- Implementing clear child abuse reporting and response requirements.
- Implementing robust mechanisms for information sharing and confidentiality in line with the Family Violence Act 2018, the Oranga Tamariki Act 1989 and the Privacy Act 1993
- Appointing one or more Safeguarding and Child Protection Officer(s) (CPSOs) who is/are available to provide guidance during all instances of alleged child protection misconduct, as well as overseeing the implementation of the child safeguarding procedures.

EWBNZ Board, staff, interns, volunteers, consultants, and contractors will not:

- Shame, humiliate, oppress, belittle or degrade children or young people;
- Unlawfully discriminate against any child;
- Engage in any activity with a child or young person that is likely to physically or emotionally harm them;
- Initiate unnecessary physical contact with an unrelated child or young person, or do things of a personal nature for them that they can do for themselves;
- Be alone with an unrelated child or young person unnecessarily and for more than a very short time;
- Develop a 'special' relationship with an unrelated child or young person for their own needs or show favouritism through the provision of gifts or inappropriate attention;
- Arrange contact, including online contact, with unrelated children or young people outside of the organisation or the organisation's members programs and activities;
- Photograph or video a child or young person without the consent of the child and his/her parents or guardians;
- Work with children or young people while under the influence of alcohol or illegal drugs;
- Engage in open discussions of a mature or adult nature in the presence of children; or Use inappropriate language in the presence of children.

3. DEFINITIONS

A Child is any person under the age of 18.

There are several forms of child abuse, all of which have the potential to have a significant impact on the ongoing life of the child. They include:

- Child Abuse: As per the Oranga Tamariki Act 1989, child abuse is the harming (whether physically,

emotionally or sexually), ill treatment, abuse, neglect, or deprivation of any child.

- **Physical Abuse:** A non-accidental act on a child that results in physical harm. This includes, but is not limited to, beating, hitting, shaking, burning, drowning, suffocating, biting, poisoning or otherwise causing physical harm to a child. Physical abuse also involves the fabrication or inducing of illness.
- **Emotional Abuse:** Any act or omission that results in impaired psychological, social, intellectual and/or emotional functioning and development of a child.
- **Neglect:** Any act or omission that results in impaired physical functioning, injury and/or development of a child.
- **Sexual Abuse:** An act or acts that result in the sexual exploitation of a child, whether consensual or not. Sexual abuse can be committed by a relative, a trusted friend, an associate, or someone unknown to the child.
- **Family Violence:** Can take many forms and includes not only acts of physical violence, but also intimidating behaviour such as threatening to harm people, pets or property. Children are always affected either emotionally or physically where there is family violence even if they are not personally injured or physically present.
- **Commercial Sexual Exploitation (CSEC):** CSEC occurs when a child is sexually abused or exploited in return for cash or any other goods or services. Examples of CSEC include children in prostitution, children involved as subjects in child pornography and child sex tourism.

4. SCOPE AND RESPONSIBILITIES

This policy applies to all EWBNZ programmes and EWBNZ sanctioned activities. The policy is applicable to all EWBNZ employees, contractors and volunteers who have direct or indirect contact with children, including their personal information and images.

4.1. Board Responsibilities

The Board is responsible for ensuring EWBNZ has the means to comply with this policy and ensuring that appropriate and effective internal control systems are in place.

4.2. Chief Executive Responsibilities

The Chief Executive is responsible for:

- Dealing with and investigating reports of child abuse;
- Ensuring that all employees and volunteers are aware of relevant laws, organisational policies and procedures, and EWBNZ's Code of Conduct;
- Ensuring that all adults within the EWBNZ's community are aware of their obligation to report suspected child abuse in accordance with these policies and procedures;
- Providing support for staff, contractors and volunteers in undertaking their child protection responsibilities.
- Ensuring child safe procedures for recruitment, training and reporting are followed
- Appointing one or more Safeguarding and Child Protection Officer(s) (CPSOs)

4.3. Safeguarding and Child Protection Officer Responsibilities

The Safeguarding and Child Protection Officer(s) (CPSOs) is/are responsible for:

- Acting as a go-to person in relation to any enquiries or reports relating to Safeguarding and Child Protection



- Ensuring child protection and safeguarding policies and procedures are up to date and relevant, including advising on any changes to law or best practice.
- Identifying training needs for all staff related to Child Protection and Safeguarding, and coordinating this training
- Identifying and implementing necessary changes to recruitment and employment practices to ensure these are consistent with the Safeguarding and Child Protection policies
- With support of the CEO, responding to any disclosures or allegations of safeguarding misconduct, any observations of concern or any other actions that directly contradict EWBNZ's Safeguarding and Child Protection policies.
- Maintaining up-to-date knowledge of current legislation and best practice
- Developing and maintaining knowledge as to how cultural practices relating to parenting, child-care and safeguarding misconduct interact with child protection and safeguarding principles
- With support of the CEO, being involved in regular review and development of child protection and safeguarding procedures and associated documentation.

Please see the SCPO role description for further details.

4.4. Management Team Responsibilities

The Management Team must:

- Promote child safety at all times;
- Assess the risk of child abuse within their area of control and eradicate or minimise any risk to the extent possible;
- Educate employees, contractors and volunteers about the prevention and detection of child abuse;
- Facilitate the reporting of any inappropriate behaviour or suspected abusive activities; and
- Be familiar with the types of abuse that might occur within their area of responsibility and be alert for any indications of such conduct.
- Follow child safe procedures for recruitment, training and reporting

4.5. EWBNZ Worker Responsibilities

All employees and volunteers share the responsibility for the prevention and detection of child abuse, and must:

- Familiarise themselves with the EWBNZ Code of Conduct, this policy, and comply with all requirements;
- Report any reasonable belief that a child's safety is at risk to the relevant authorities (such as the police and/or the relevant child protection agency) and fulfil their obligations as mandatory reporters;
- Report any suspicion that a child's safety may be at risk to the Chief Executive; and
- Provide an environment that is supportive of all children's emotional and physical safety.

5. APPROVAL

Policy prepared by:



Name: Philippa Smales

Position: Board member

Date: 17 December 2023

Policy approved by



Name: Robert Cardwell

Position: Board chair

Date: 1st May 2024

6. REVIEW AND IMPLEMENTATION

The procedures below ensure that this policy is implemented appropriately, reviewed regularly and compliance is monitored.

1. EWBNZ will review this policy on a regular basis, at least every three years, and after any reported incident.
2. Confirmation of internal compliance with this policy will be undertaken at least once annually.
3. Introduction of the policy will be included in the induction process, to be read by all new employees (including volunteers).
4. A workshop will be regularly organised to present the policy to employees (including volunteers) and keep them updated on any changes.

7. RELEVANT DOCUMENTS

- Vulnerable Children's Act 2014
- CID Code of Conduct Principle B.3.4
- EWBNZ Code of Conduct
- EWBNZ Incident Report
- EWBNZ Risk Management Policy
- EWBNZ Recruitment Policy
- The United Nations Convention on the Rights of the Child