



## DEALING WITH SUSPECTED ABUSE

Heretaunga Kindergarten has procedures, which deal with suspected child abuse. They are as follows:

We are committed to providing a safe environment for children. We understand that children need to live and learn in an environment where their rights are promoted and protected and their self esteem is enhanced. Child abuse is recognised as any act of omission or commission that endangers or impairs a child's physical or emotional health and development it includes:

- Physical abuse**
- Emotional abuse**
- Neglect**
- Sexual abuse**

- We have information on child abuse available at any time for family/whānau in the form of pamphlets, in the adult library.
- We supervise all areas of the kindergarten by having an outside teacher and an inside teacher, the float will place herself where necessary to ensure adequate supervision.
- We will ensure that all teachers are familiar with the association policies on protection of staff and collection of children.
- Caretaking tasks, such as assisting with toileting and changing children and attending to accidents, will only be done by permanent staff, long-term relievers or the parent/caregiver of the child.
- We will encourage and inform children that they need to use their words to keep themselves safe and if they are not listened to they need to seek an adult to help them.
- Teachers will role model this practise daily and through the "All about me" programme and "Playing as a good friend".

- We will keep a written record of all suspected abuse in a confidential manner.
- We will share any concern with other teachers.
- Teaching team will follow process of reporting suspected child abuse as set out in Rimutaka Kindergarten Association Policy file HS6.

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