Climbing New Zealand (CNZ)

Child Protection Policy

Warning: This policy contains information that may be distressing or triggering for some people. Please go here for a list of support services – sportintegrity.nz/supportservices

Purpose

This Child Protection Policy reflects CNZ's commitment to safeguarding and protecting children from abuse and harm across all CNZ related events, activities and environments.

We want children to be able to:

- participate in sport and recreation and express their identity
- thrive in safe and supportive environments.

We will protect children by:

- describing the behavioural and physical signs that can help identify harmful and abusive behaviours towards children, including grooming
- setting out how to respond when a child discloses abuse or harm
- requiring all staff, volunteers and contractors of CNZ to report any safety concerns about a child
- telling you how to report and respond to suspected or real cases of child abuse, child sexual abuse and child neglect, and harmful and abusive behaviours
- having a safeguarding lead person responsible for overseeing the obligations required by this policy.

This policy provides detailed information about how to identify, report, and respond to child abuse, child sexual abuse and child neglect across all CNZ related events, activities and environments.

Who you can speak to:

If you are concerned about behaviour you see or suspect at any CNZ related events, activities and environments, you can make a report under this policy either to:

- the CNZ President – president@climbing.nz
- the Sport Integrity Commission – sportintegrity.nz/make-a-complaint

Introduction

1. Children have the right to:
    - take part in sport and recreation free from abuse and harm
    - participate in cultural life and practices and express their identity

- thrive in safe and supportive environments.

2. At CNZ we will protect these rights by having standards of safeguarding and protection to ensure our events, activities and environments are fair, inclusive, positive and safe.

3. **Safeguarding** means the actions we take to reduce the risk of harm to children and to promote their overall wellbeing.

4. **Protection** means the actions taken to respond when children are or may be experiencing harm, including from child abuse, child sexual abuse and child neglect.

5. We are committed to having a culture of safeguarding and protection in place, which goes beyond compliance. We acknowledge that a failure to take reasonable measures to safeguard children, young people and adults at risk involved in any CNZ events, activities or environments is a threat to integrity and a breach of this policy.

What this policy does

6. This policy sets out what we will do to identify, report, and respond to all suspected or real cases of child abuse, child sexual abuse and child neglect that may happen inside or outside of CNZ in connection with our activities. It also supports our safeguarding policy, and they should be read together.

7. The policy:

    - outlines the signs to help identify harm and abuse in children, and harmful and abusive behaviours towards them (**Appendix 2**)
    - sets out a process for responding to a disclosure (**Appendix 3**)
    - requires all members, volunteers and contractors of CNZ to report any safety concerns about a child
    - provides a process for reporting (**Appendices 4, 5 and 7**) and responding to (**Appendix 6**) suspected or real cases of child abuse, child sexual abuse and child neglect, and harmful and abusive behaviours
    - provides access to guidance on areas of child protection
    - requires the appointment of a safeguarding lead person responsible for overseeing the obligations required by this policy
    - gives effect to our obligations under the Code of Integrity in Sport and Recreation (the Integrity Code) in relation to child protection.

8. The definitions relevant to this policy are listed at **Appendix 1**.

Who this policy applies to

9. This policy applies to all individuals involved in any way in CNZ activities. This includes, but is not limited to, athletes, coaches, officials, management committee members, volunteers, spectators, and affiliated clubs. It applies across all CNZ related activities including those which occur in competitions, training, governance, and other environments connected to CNZ.

10. We will publish this policy and seek to make everyone involved in our activities aware of the policy and that they have to follow it.

Te Tiriti o Waitangi

11. CNZ is committed to upholding the mana of Te Tiriti o Waitangi and the principles of partnership, protection and participation. This policy has been prepared in line with this commitment and its text and implementation is guided by the following values and principles.

    - Whanaungatanga: fostering positive relationships, connections and a sense of community between participants, particularly for people who are disadvantaged or at risk.
    - Manaakitanga: participants are treated, and treat each other, with dignity and respect.
    - Hauora: physical, psychological, spiritual, family and social wellbeing of participants and recognising sport and recreation should make a positive contribution to participants' wellbeing.
    - Haumarutanga: the importance of protecting the safety and wellbeing of participants, particularly when they are at risk.
    - Mokopunatanga: an emphasis on the wellbeing of children and young people, and ensuring future generations thrive.
    - Pono: acting in a way that is trustworthy, honest and fair.
    - Utu and ea: reciprocity and opportunities for repairing harm done and restoring a state of balance.

Identifying harmful and abusive behaviour

12. CNZ requires all participants involved in our sport to understand what harm and harmful and abusive behaviour looks like so they can act to ensure it is handled in the best way.
13. **Appendix 2** lists behavioural and physical signs that can help identify the signs of harm in children, and the harmful and abusive behaviours in others, which includes grooming.

Responding to disclosures of harm and abuse by a child

14. When a child tries to disclose abuse, this needs to be taken seriously and it's important that any disclosure is dealt with appropriately
15. **Appendix 3** sets out the process that we will follow when responding to a disclosure of harm or abuse by a child.

Reporting harm and abuse

16. We acknowledge that it is everyone's responsibility to look out for the children around them.
17. We require all participants involved in our sport to report any concern about the safety of a child, no matter how small they believe it may be, to CNZ. Failing to do so is a breach of this policy.
18. **Appendix 4** sets out the reporting process that the participants in our sport will follow for suspected or real cases of child abuse, child sexual abuse and child neglect, and harmful and abusive behaviours. **Appendix 5** sets out a reporting flow chart.

19. The reporting process includes completing the reporting template in the Child Protection Incident Register (**Appendix 7**). This will then be stored securely in CNZ's Child Protection Incident Register database.

Responding to harm and abuse

20. We understand that responding appropriately to all suspected or real cases of child abuse, child sexual abuse and child neglect is required to protect the wellbeing of our participants.
21. **Appendix 6** outlines the response process that must be followed for suspected or real cases of child abuse, child sexual abuse and child neglect, and harmful and abusive behaviours. It describes how we will:
    - take a child-centred approach so the safety and wellbeing of the child is the primary concern
    - support children, their whānau, staff/contractors, and others affected by the incident to receive the appropriate care
    - take all required steps to stop further harm and implement measures to reduce the risk of reoccurrence.

Safeguarding lead

22. We will at all times have a safeguarding lead at a national level responsible for overseeing what is required by this policy.
23. This lead person is responsible for receiving reports of suspected or real cases of child abuse, child sexual abuse and child neglect under this policy.
24. The safeguarding lead for CNZ is the CNZ President. Their contact details are on the CNZ website: https://www.climbing.nz/about/cnz-management-committee/ and is president@climbing.nz

Reporting breaches of this policy

25. Any person may report a breach of this policy to:
    - The safeguarding lead.
    - Another member of the CNZ management committee.
        - Website: https://www.climbing.nz/about/cnz-management-committee/
    - The Sport Integrity Commission:
        - Website: https://sportintegrity.nz/making-a-complaint/make-a-complaint
        - Email: complaints@sportintegrity.nz
        - Phone: 0800 378 437.

Relationship to other documents

26. This policy should be read in conjunction with the CNZ Safeguarding Policy.

Acknowledgement

27. All participants in our sport are deemed to have read, understood, and agreed to comply with this policy.
28. CNZ will make this policy publicly available and ensure awareness of the obligations required by it.

Document Control

Policy owner	CNZ Management Committee
Commencement Date	November 2026
Review Date	Maximum of 2 years from commencement

Appendix 1: Definitions

In this policy:

adult means a person who is 18 years or over

child abuse means harming (whether physically, emotionally, psychologically, or sexually), ill-treatment, abuse, neglect or deprivation of any child or young person under 18 years of age

child neglect means the persistent failure to meet the physical and/or psychological needs of children and young people under 18 years of age and not doing or providing the things they need to stay safe and be healthy

child protection means the actions taken to respond when children are or may be experiencing child abuse, child sexual abuse and child neglect

child sexual abuse means acts or behaviours where an adult, older or more powerful person uses a child or young person under 18 years of age for a sexual purpose

child or young person means people who are under the age of 18 years

disclosure means information shared with people by a child in relation to abuse or neglect, or suggests their safety is at risk

grooming means engaging or contacting a child or children with the intent of sexually abusing or exploiting them

harm includes physical, psychological, emotional, or sexual harm, ill-treatment, abuse, neglect, or deprivation of any child, young person or adult at risk

harmful and abusive behaviour includes the following:

- grooming
- bullying, violence, intimidation or harassment
- child abuse, child sexual abuse or child neglect
- any form of discrimination
- retaliation against or victimisation of any person because that person makes or intends to make a complaint or disclosure to CNZ, the Sport Integrity Commission or another organisation bound by the Integrity Code.

For the avoidance of doubt, harmful and abusive behaviour include online conduct.

participant includes:

- a competitor, or any other person who takes part in CNZ related events and activities
- an official or administrator
- a coach, trainer, or other person who gives instruction in relation to CNZ related events and activities
- a manager, an agent, or a team member

- a person providing medical or paramedical services to a person who takes part in CNZ related events or activities or a team or group
- a parent or caregiver of a person who takes part in CNZ related events and activities
- any other person working with, treating, or assisting a person who takes part in CNZ related events and activities or a team or group
- a volunteer providing services for CNZ related events and activities

report refers to the actions taken to ensure the suspected or real cases of child abuse, child sexual abuse and child neglect are immediately, and correctly, handed over to the appropriate people and services that are trained to receive the information and handle it properly

respond refers to the actions taken to reduce the chances of further child abuse, child sexual abuse and child neglect happening, and to provide support to those that have been affected

safeguarding means actions to prevent harm to children and to promote their overall wellbeing.

Appendix 2: Signs of harm and harmful and abusive behaviours

Physical and behavioural signs may be isolated or there may be several signs, so it's important to try and identify patterns of concern, including the harmful and abusive behaviours of adults and other children towards the child. The child may also be trying to tell you about the abuse or harm that's happening, but not have the words or understanding to tell you. This is why it is important to be able to identify the signs.

The physical and behavioural signs set out below suggest the possibility of child abuse or harm, but do not necessarily prove it is happening. They are reasons to be concerned, and you need to take steps to check on the safety and wellbeing of the child by documenting what you are told, or what you notice, and report these concerns in accordance with this policy.

Behavioural signs of harm and abuse in children

Signs can include the child:

- appearing depressed or anxious, and may be withdrawn, aggressive or violent
- having sexual knowledge and sexualised behaviour not appropriate to their age
- being self-destructive – self-harming, suicide attempts, engaging in drug or alcohol abuse
- dressing inappropriately for the activity which may be to hide bruises or other injuries
- not being able to recall how injuries occurred or giving inconsistent explanations
- being wary of adults or a particular person
- having poor social skills or poor understanding of self-care or basic hygiene
- avoiding training or participating in sport or other recreation activities
- seeming overly wary of people beyond shyness, flinches or freezes, or is excessively vigilant.

Physical signs of harm and abuse in children

Signs can include the child:

- having unexplained bruises, welts, cuts, abrasions, burns, broken bones and fractures
- being inadequately supervised or left alone for unacceptable periods of time
- appearing not adequately cared for, leading to malnourishment or inadequate medical attention
- having bruising, lacerations, redness, swelling, bleeding or itching and pain in their genital or anal areas
- having frequent physical complaints or prolonged headaches, nausea, abdominal pains, vomiting or diarrhoea.

Indicators of abusive behaviour

Signs to look out for include if a person around the child

- is vague about the details of the cause of injury to a child, and the reasons for the injury may change
- is violent, aggressive, attempts to injure, or intimidates, bullies or harasses a child
- delays seeking medical attention for a child

- fails to provide for the child's basic needs, such as nutrition, medical and psychological care
- has unrealistic expectations of the child
- may be unusually over-protective of a child or has physical contact or affection that appears sexual in nature or has sexual overtones
- seeks time alone with a particular child or singles them out repeatedly for punishment, praise or gifts
- is jealous of a child's relationships with peers or other adults or is controlling of the child.

Grooming behaviours

Look out for incidents where someone repeatedly sets up ways to be alone with a child:

- in a way that isolates them
- by using a position of authority, for example, in coaching or instructing relationships
- by seeming overly helpful, for example, offering babysitting or childcare, or offering a child rides
- by encouraging children to spend time with them in secret – this could be in person or online.

Look out for people who could be manipulating relationships by:

- seeking to build unusual connections with others beyond their role in the club or organisation
- offering special treatment or gifts to certain children or their caregivers and whānau
- befriending a child by acting like their best friend or someone cool to hang out with
- interfering with or manipulating a child's relationships with their friends or whānau
- rewarding and encouraging children to keep secrets, for example though special attention online or in person, or giving gifts secretly to imply favouritism.

Watch out for people who:

- test boundaries by blurring the line between appropriate and inappropriate behaviour — for example, joking about grooming, being alone regularly with someone else's child and downplaying any concerns
- insist on physical contact with a child, such as hugging, tickling or touching them
- erode interpersonal boundaries and shift from acceptable to inappropriate boundaries (for example, safe, appropriate and legitimate touching to correct a climbing move shifting to inappropriate touching)
- push sexual boundaries and introduce sexual topics and actions into a conversation or situation around children, even when it's joking
- uses alcohol and other enticements and gifts
- provides access to adult material
- often walks in on children in changing areas, showers and toilets
- makes a habit of undressing in front of children
- talks about their sexual fantasies or adult relationship problems with a child.

More information: Child protection | Sport Integrity Commission Te Kahu Raunui

Appendix 3: Process for responding to a disclosure

Step	Process
Listen to the child	Disclosures by children are often subtle and need to be handled with particular care, including an awareness of the cultural identity of the child and how that affects how you interpret their behaviour and language.
Protect and check for safety	Check if the child is safe, or whether the harm is still happening. ● Is the child in immediate danger? ● Are they still experiencing this harm?
Reassure the child	Reassurance might be: ● thanking the child for sharing their disclosure with you and acknowledge that it may have been difficult ● letting them know they are not in trouble, and that they have done the right thing ● providing appropriate reassurance if the child is visibly distressed. ● not asking questions beyond open prompts for the child to continue. Do not make promises that can't be kept. For example, "I will keep you safe now".
Inform the child	● Inform the child of the limits of confidentiality and explain to them you need to act on the information they have provided. ● Tell the child exactly what you are going to do and who you are going to talk to. Ensure they are fully informed and there are no surprises for them. ● Explain who will be keeping them informed during the process.

Collecting information

Write down:

- everything the child says, and in their own words
- the date, time, location, and the names of the people involved (including alleged perpetrator/s)
- the facts or observations that have led to the suspicion of real abuse or neglect (eg, any behavioural, or physical signs and concerns).

When responding to disclosures, **do not:**

- attempt to formally interview the child
- ask leading questions
- push for information or make assumptions
- gather irrelevant or unnecessary facts
- make assumptions, offer alternative explanations, or diminish the seriousness of the behaviour or alleged incidents
- keep the information to yourself or promise confidentiality to the child

- take any action that might undermine future investigation or disciplinary procedure, such as interviewing the alleged victim or potential witnesses, or informing the alleged perpetrator or carers
- let personal doubt prevent you from reporting the disclosure in accordance with Appendix 4 of this policy.

More information: Concerns about a child's welfare | Sport Integrity Commission Te Kahu Raunui

Appendix 4: Process for reporting suspected or real cases of child abuse, child sexual abuse and child neglect, and harmful and abusive behaviour

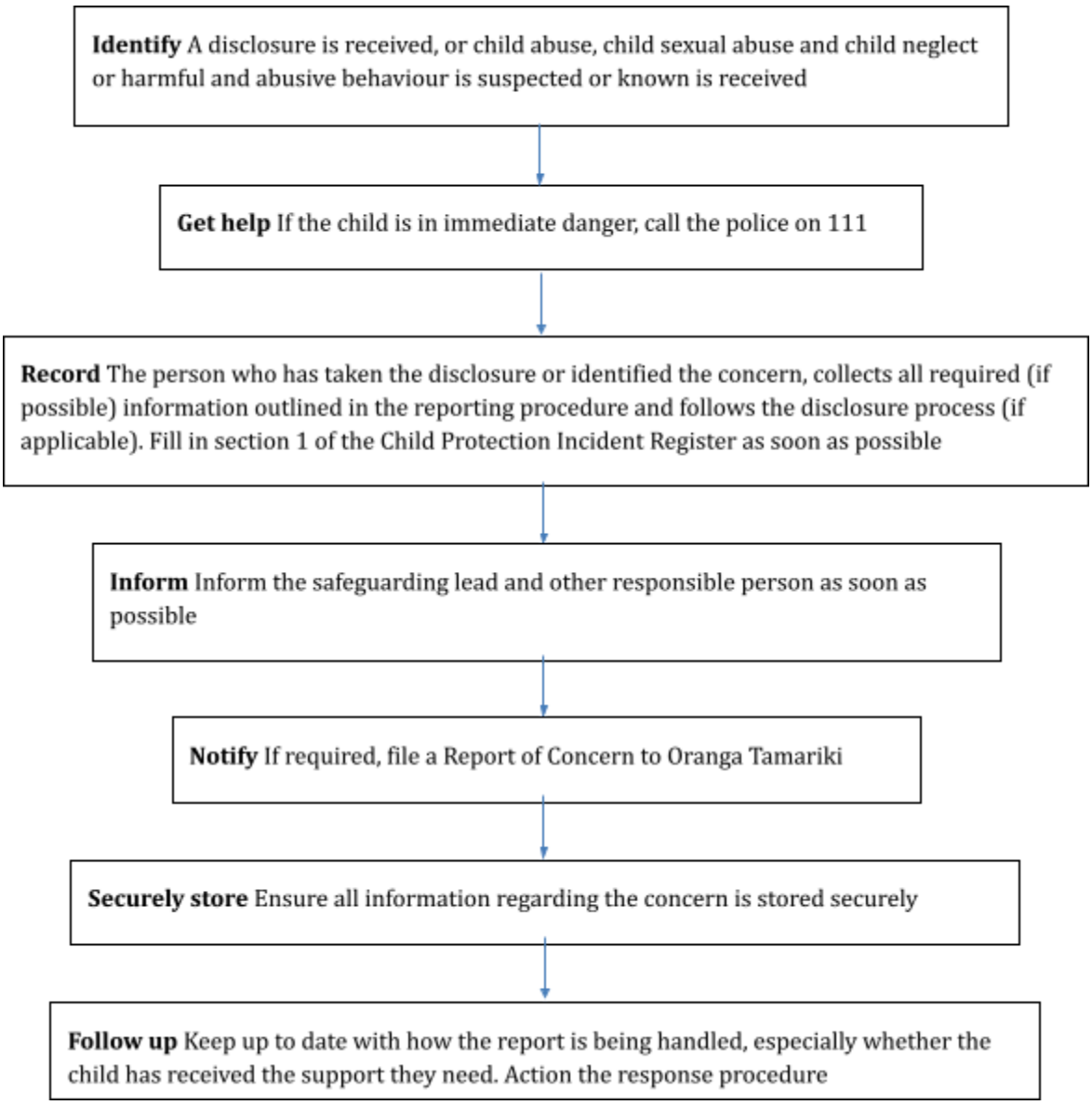
When child abuse, child sexual abuse and child neglect, or other harmful and abusive behaviour is suspected or known, it is important that information is recorded accurately and reported promptly.

Step	Process
Identify	A disclosure is received. Or there is suspected or known child abuse, child sexual abuse and child neglect, or other harmful and abusive behaviour.
Get help	If the child is in immediate danger, notify the Police on 111. Identify if the child has a trusted adult present and, if appropriate, inform the adult.
Record – For a disclosure	Follow the Process for responding to a disclosure (Appendix 2). Record at the time, or as soon as possible after, the disclosure is made: ● everything the child says, and in their own words ● the date, time, location, and the names of the people involved (including alleged perpetrator/s) ● the facts or observations that have led to the suspicion of or real abuse or neglect (eg, any behavioural, or physical signs and concerns) ● any other information that may be relevant. Fill in section 1 of the Child Protection Incident Register reporting template (Appendix 6) as soon as possible after the disclosure is made.
Record – For a suspected or real case	Record at the time, or as soon as possible: ● facts or observations of a child that have led to the suspicion of or real harm or abuse (eg, behavioural, or physical signs and concerns) ● facts or observations of harmful or abusive behaviours towards a child that have led to the suspicion of or real harm or abuse (eg, behavioural signs) ● the date, time, location, and the names of the people involved (including alleged perpetrator/s) ● any other information that may be relevant (eg, what a child or adult has said or done). If you are making the report on behalf of someone else, let them know what actions you are going to take. Fill in section 1 of the Child Protection Incident Register reporting template (Appendix 6) as soon as possible.
Inform	Inform the safeguarding lead of the disclosure or concern you reported and any other actions you have taken. If the safeguarding lead is an alleged perpetrator, they will be omitted from the process and another CNZ committee member informed.

Step	Process
Notify Oranga Tamariki	The safeguarding lead along with any other child protection specialists, will need to determine if making a Report of Concern to Oranga Tamariki is the most appropriate course of action. A Report of Concern requires providing relevant information to the Oranga Tamariki National Contact Centre via email or phone so they can assess whether it meets the threshold for formal investigation and/or a referral to the police. **Oranga Tamariki contact details** Phone: 0508 Family (0508 326 459) Lines are open 24/7. Email: contact@ot.govt.nz
Storing information	The following information must be recorded and stored securely in the Child Protection Incident Register: ● the date when the initial concern was reported or the date of the incident or disclosure (as applicable) ● type of harm or abuse and a description as to its concerning nature ● any other completed documentation ● a record of any advice received (including copies of correspondence received) ● any action and rationale taken by relevant organisation/s or agencies, for example. police, Oranga Tamariki ● date when the disclosure or the concern was followed up ● how CNZ responded to the incident (see Follow up below).
Follow up	As soon as possible, and no more than seven days after the disclosure or concern has been received, the safeguarding lead should discuss and reflect on the following. ● Where is the reporting process at? ● Has it been handled and processed in the timeframes agreed upon by those handling the concern or disclosure? ● Has it been followed in line with the requirements of the child protection policy? ● Has the victim, the person who raised the concern and any others affected been updated? ● What needs to happen next? ● Who is responsible for the next steps? The process for CNZ to respond to the disclosure or concern is set out in Appendix 5.

More information: Concerns about a child's welfare | Sport Integrity Commission Te Kahu Raunui

Appendix 5: Reporting process



Appendix 6: Process for responding to suspected or real cases of child abuse, child sexual abuse and child neglect, and harmful and abusive behaviours

Follow this process to reduce the chances of further child abuse, child sexual abuse and child neglect happening and to provide support to those affected. You will also need to complete the response table of the reporting template in the Child Protection Incident Register (Appendix 6).

Step	Process
Debrief	The safeguarding lead and any others affected by harm or abuse (if appropriate) should discuss and reflect on the following. 1. Could the alleged abuse or neglect have been prevented? – Is the nature of the harm and abuse prohibited in a policy? – Do we provide enough guidance on this type of harm or abuse for staff, volunteers, contractors and participants? – Do we provide training to build knowledge and skill in this area for staff, volunteers, contractors and participants? – Does everyone know about and understand the policies, processes and guidance we provide? 2. Were the processes set out in the child protection policy effective and easy to follow? – Did the person receiving the disclosure know how to take a disclosure, including the right information to collect? – Did the person reporting the harm or abuse know who to contact? Could they reach them in an appropriate timeframe? – Was the harm or abuse stopped by implementing the child protection policy? 3. What was the outcome of the concern or disclosure report (if known)? – Was it handled internally or externally? i. If internally, who was involved and how was it handled? ii. If externally, were we regularly updated by the agencies, organisations and individuals handling the incident? – Have the children and those affected from the harm or abuse received the care and support they need? – If applicable – are the perpetrator/still a risk to children atCNZ? Are they a risk or active at another club or organisation?

Step	Process
	4. What actions are required to address identified gaps or issues in the policies, processes and guidance that we provide? – If 'no' is answered to any of the questions above, discuss and create actions to address each.
Create and implement a plan	From the debrief, create a plan to address the necessary actions. Include: ● what the actions are ● who is responsible for each action ● who else will provide support ● timeframes for each action Communicate the plan to everyone; the actions you are taking and how they will be impacted.

More information: Concerns about a child's welfare | Sport Integrity Commission Te Kahu Raunui

Appendix 7: Child Protection Incident Register – Reporting template

Section 1

Date and time of incident:

Location of incident:

Date and time reported:

Who it was reported to:

Your details:

Name: Organisation:

Role:

Contact number:

Child's name:	
Date of birth:	
Child's gender:	
Child's address:	
Parent or caregiver's details:	**Name:** **Address:** **Phone number:**
Have parents or caregivers been notified of this incident?	**Yes / No** (Please circle one) If yes, provide details of what was said, and actions agreed:
Are you reporting your own concerns or responding to concerns raised by someone else?	**Own concerns** ☐ **Concerns made by someone else** ☐
If responding to concerns raised by someone else, please provide further information about them:	**Name:** **Position within the organisation and relationship to the child or person the report is related to:** **Phone number:**
Details of the incident or concerns: Include relevant information such as: ● the nature of the incident	

● when it took place (including the disclosure), what was said, who was involved, whether there are any injuries ● the signs of abuse, harm and harmful and abusive behaviours ● reference any relevant documentation or advice received and who from ● actions that have already been taken by anyone – organisation, police and so on. Ensure you use facts or exactly as reported to you.
Add details here:

Inform the safeguarding lead

Safeguarding lead name	**Date and time informed**

Reporting person signed: Date:

Section 2

Safeguarding lead to complete

Actions required:

Reporting			
Action	**Confirmation**		
Safeguarding lead refers to Oranga Tamariki	YES / NO	Date:	Time:
Safeguarding lead refers to Police	YES / NO	Date:	Time:
Safeguarding lead has updated CNZ of actions	YES / NO	Date:	Time:
Safeguarding lead has updated all affected individuals of actions	YES / NO	Date:	Time:
Records and any associated notes of the disclosure or concern been stored in a confidential and safe place	YES / NO	Date:	Time:

Response		
Reflections	**Answer**	**Actions**
Could the alleged abuse or neglect have been prevented?	YES / NO	

Were the processes set out in the child protection policy effective and easy to follow?		
What was the outcome of the concern or disclosure report (if known)?		
What actions are required to address identified gaps or issues in the policies, processes and guidance that we provide?		

Reporting and response actions completed date:

Safeguarding lead signed:

Please ensure that this record and any associated notes are stored in a confidential and safe place.