

Working alone with a child or young person

For clubs and organisations

- There is a policy clearly outlining appropriate and safe behaviour for working alone with a child, young person or adult at risk.
- There is a guide outlining appropriate and safe behaviour for everyone. Including the person working alone and the child, young person or adult at risk.
- Everyone knows and understands the policy and what is appropriate and safe behaviour. This includes the child, young person or adult at risk.
- There are processes to ensure:
 - the person working alone with a child, young person or adult at risk is safety checked
 - the person working alone with a child, young person or adult at risk completes training in child safeguarding
 - parents or caregivers understand what working alone with their child, young person or adult at risk means, and they must give consent
 - when and where the person will be working alone with a child, young person or adult at risk is documented
 - that permission has been granted for the person to work alone with a child, young person or adult at risk
 - how concerns are managed and documented.
- Children and young people are encouraged and supported to talk to an adult they trust if they are uncomfortable or feel uneasy being alone with an adult.

For those working alone with a child, young person or adults at risk

- You have permission from your club or organisation to work alone with a child, young person or adult at risk.
- You have passed all specified safety checks including police vetting or a criminal record check.
- You have consent from parents or caregivers to work alone with their child, young person or the adult at risk.
- You have spoken to the child, young person or adult at risk, and their parents or caregivers, to communicate the expectations on you and them, including:
 - what's appropriate and safe behaviour
 - it's ok for the child, young person or adult at risk to speak up if they feel uncomfortable.
- You have communicated to everyone (organisation, club and parents or caregivers) times and dates you will be working alone with a child, young person or adult at risk. This is documented.
- You have a record of any medical conditions or impairments the child, young person or adult at risk may have.
- You have completed training in child safeguarding.

More information

Coaching and instructing for safe and positive experiences – sportintegrity.nz

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