



SAFEGUARDING POLICY

Word of Life New Zealand is committed to the protection and safety of the people who participate in our programmes. It is our desire to set forth a plan to make Word of Life a safe environment for all ages.

TOUCH



Appropriate:

- Handshakes and high fives
- Short, congratulatory or greeting hugs
- Arm around the shoulders
- Piggybacks with minors

Not Appropriate:

- Private back rubs, massages, etc.
- Touching of private parts
- Touching a child in anger, disgust, or frustration
- Long frontal hugs
- Sexual embraces
- Minor sitting close on someone's lap
- Kissing
- Any touching that makes a person feel uncomfortable

TALK



Appropriate:

- Verbal praise for achievement or behaviour
- Verbal encouragement
- Scripturally based teaching (non-sexual)

Not Appropriate:

- Compliments or questions relating to physique or body development
- Sexual jokes, homosexual comments or bathroom humor
- Swearing or vulgar language
- Verbal harassment or abuse
- Individual secrets or special gifts
- Sexual coaching or conversation.

TERRITORY



Appropriate:

- Public one-on-one interaction (in a common area where you can be clearly seen by others)
- Group or public environments.
- Private conversations with three or more people.

Not Appropriate:

- Sitting or lying on a bed with a minor
- Private one-on-one interactions (ie in rooms with no windows, sitting alone in a car)

General Recommendations

- We always want to honour parents requests and involvement in how communication occurs with their young person.
- Communication must be same gender in counseling situations.
- If a challenging conversation comes up don't feel like you need to have all the answers. See a member of the Word of Life team for further instruction.

Reporting Abuse

We all have a responsibility to be aware of situations around us and be aware of the following:

WHO



(Identify the individuals on property/event)

- Are they with a staff member or leader?
- Are they a leader and student/minor?
- Are they two students/minors?
- Is it a visitor on property?

WHERE



(Are they located where you can observe?)

- Walking into isolated areas?
- In a building or room not in use at that particular time?
- Is the area considered private or public?

WHAT



(Are their actions appropriate?)

- Sitting and talking in a secluded area at an inappropriate time?
- Are they showing signs of inappropriate behaviour?

Any unusual incidents or situations that raise concerns should be immediately communicated to a Word of Life team member then the key youth leader is to be informed to continue working with the situation.