



# Child Matters

EDUCATING TO PREVENT CHILD ABUSE



New Zealand Diploma in Child Protection  
Course Information | 2020



# About Child Matters

**Established  
1994**

Provides guidance,  
advice, education,  
consultation &  
support

New Zealand's specialist  
child protection  
education and advocacy  
organisation

**Vision: That all  
New Zealanders  
are safe from  
abuse & neglect**

**Over 35,000  
adults trained  
nationwide**

**Purpose: Effecting  
change to prevent  
abuse & neglect**

NZQA Audit Results:

- Highly confident in the education performance of Child Matters
- Highly confident in the capability of self-assessment of Child Matters

# Course Overview

*The New Zealand Diploma in Child Protection is an NZQA accredited level 5 qualification. Delivered by Child Matters, this course provides comprehensive, practical, experientially-based professional education in child protection and advocacy.*

Children rely on adults to identify and respond to their needs and to make appropriate decisions about their safety and wellbeing. This course aims to contribute to the prevention of child abuse and neglect by promoting the rights of children through child-centred practice and advocacy. This course provides students with the skills and confidence to be strong advocates for children.

The purpose of the New Zealand Diploma in Child Protection is to provide Aotearoa New Zealand with graduates who can protect and advocate for children.

Graduates will be able to speak out and take action to promote safety and wellbeing of children and a culture of child protection, and will be empowered to take a leadership role to advocate for children in situations where an organisation, community or societal response is required.

Graduates of the New Zealand Diploma in Child Protection will be able to:



- implement evidence-based and child-centred practice to protect and advocate for children in a range of environments
- apply advanced strategies to identify, prevent and respond to child abuse and neglect and promote child safety and wellbeing
- champion a culture of child protection in organisation and community settings and
- facilitate and support families and whānau from diverse cultural contexts in a child centred way to promote child safety and wellbeing.

# Course Information

## **Content:**

- The cultural context of child protection in Aotearoa New Zealand
- Children’s developmental needs in relation to child protection issues
- Children within the context of their family and whānau, the role of diverse family and whānau in protecting children, and the role of the learner in supporting family and whānau to meet the needs of their children
- The role of the learner in engaging in safe and child centred practice that upholds the rights of children
- How wider sociological, legal, systemic and political influences affect the protection needs of children, and how these institutions can be influenced through child advocacy

The course delivery is supported by a number of expert guest speakers.

## **Course Requirements:**

The New Zealand Diploma in Child protection comprises both in-class tuition and self-directed learning.

Students are also required to:

- Complete eight assessments
- Attend all in-class tuition sessions
- Undertake course readings
- Participate in Daily Questions
- Engage in practical child advocacy and networking activities

## **Price:**

\$1,100 +GST pp. Includes: workbooks, resources and daily morning tea during classroom blocks



## **Pre-requisites:**

- Successful completion of the Child Matters Child Protection Studies Programme, or
- Recognition of current competency

## **2020 Dates:**

In-class tuition is delivered in six blocks, each five days in length, over the course of one year. In-class tuition is from 9am – 4pm daily, with a half hour lunch break.

### **Auckland**

- Block One 10 – 14 February 2020
- Block Two 20 – 24 April 2020
- Block Three 8 – 12 June 2020
- Block Four 10 – 14 August 2020
- Block Five 5 – 9 October 2020
- Block Six 23 – 27 November 2020

### **Hamilton**

- Block One 24 – 28 February 2020
- Block Two 27 April – 1 May 2020
- Block Three 22 – 26 June 2020
- Block Four 24 – 28 August 2020
- Block Five 19 – 23 October 2020
- Block Six 7 – 11 December 2020

# Apply Now

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## ***How to apply***

Complete an online application form at:

<http://www.childmatters.org.nz/38/child-protection-training/diploma>

Submit: CV, Character Reference and ID (Passport or Birth Certificate)

Your online application form can be saved at any stage and resumed at a later time that suits you.

**Applications must be received by 20 November 2019  
(limited spaces available)**

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## ***Application Process***

When you complete the registration details in the online application, you will automatically be sent a confirmation email stating that you have successfully submitted your application for the New Zealand Diploma in Child Protection.

NB: If you do not receive the email within a 24 hour period, please contact Child Matters as your application may not have been submitted correctly or has information missing.

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## ***What happens next?***

Child Matters will process your application to ensure that all prerequisites are met.

Child Matters will advise you on the outcome of your application.

NB: Child Matters reserves the right to decline any student enrolment.

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## ***Payment***

An invoice will be issued for payment via your nominated email address

# Student Information

## *Facilitators*

Child Matters is only able to deliver the level of excellence it has achieved because of the quality of all those who work, volunteer and support the organisation. Our team is dedicated and has a range of expertise and experience working with children and young people which we use to deliver child protection training programmes to professionals, community groups and those working directly with whānau.

The course facilitators for the New Zealand Diploma in Child Protection will be confirmed at the start of the course.

## *Guest Speakers*

The New Zealand Diploma in Child Protection delivery is supported by a number of expert child protection guest speakers who will present throughout the course.

## *Assessments*

Participants will be expected to successfully meet a number of assessment requirements which may include but are not limited to:

- Class participation
- 8 Assessments covering the following topics:
  - Assessment 1 Cultural Exploration Assessment
  - Assessment 2 Case Study Assessment
  - Assessment 3 Scrapbook and Theme Recognition
  - Assessment 4 Community Initiative Review
  - Assessment 5 Child Advocacy Journal and Report
  - Assessment 6 Child Protection Policy Assessment
  - Assessment 7 Short Answer Test
  - Assessment 8 Post Course Report
- Group presentations
- Individual presentations

Students must gain a pass mark in every assessment to meet the course requirements. Students who do not gain a pass mark will have the chance to resubmit the assessment.

## *Attendance*

In class tuition is delivered in six blocks, each five days in length, over the course of one year. In-class tuition is from 9am – 4pm daily, with a half hour lunch break. Students are expected to attend all sessions and an attendance record is kept. Child Matters recognises that from time to time events occur which may make it impossible for people to attend a particular session and therefore allows a student to be absent for no more than 10% of the time. Students may be absent for up to a maximum of three days over the length of this course. However, students may not miss more than two days in any block. All absences must be for an acceptable reason and agreed to by the course tutor.

## *Awarding Your Qualification*

To successfully gain a qualification a student must achieve the following:

- Attendance requirements
- Completion of in-class presentations
- Successful completion of all assignments

Certificates will be awarded when all criteria have been met successfully and fees are paid in full. All conditions must be met to achieve qualifications.

## *Cancellation and Refund Policy*

All cancellations must be received in writing. Cancellation, within fourteen days of the New Zealand Diploma in Child Protection commencement will incur an administration charge of 10% of fees paid. After the first eight days of the New Zealand Diploma in Child Protection commencement, no refunds are considered.

This policy is in adherence with section 235 of the Education Act 1989, that states that domestic students are entitled to a refund if they withdraw from a programme or training scheme if:

- the course is of three months duration or more
- the withdrawal occurs up to the end of the eighth day after the start of a course

The private training establishment must refund an amount equal to the sum of the amount paid less a deduction of the lesser of 10 per cent of the fees paid or \$500.

## *Student Fee Protection*

Child Matters holds in a trust fund, money to cover the total maximum liable amount of personal student fees held in advance of completion of Programmes or modules. This fund is secured by a static trust deed in accordance with NZQA rules and requirements. The Trustee is BR Legal Trustees Limited, C/- Beattie Rickman Legal, Solicitors, Hamilton.

In the event of a programme closure event (where Child Matters is unable to complete a programme of study for which a student has personally paid fees) the student may seek a refund from the trust fund. In such circumstances, students should contact the Trustee in writing providing their name, address and contact phone number, programme name, date and course code for which the fees were paid, a copy of their receipt and any other documentation. Where a third party is to receive any refund of student fees from the trust fund this must be disclosed on the enrolment form.

## *Who can I talk to for further information?*

### **Pre-enrolment:**

Tracey Goodrick | 07 282 0685 | [traceyg@childmatters.org.nz](mailto:traceyg@childmatters.org.nz)

### **Post-enrolment:**

Jan Marr | 07 838 3370 | [jan@childmatters.org.nz](mailto:jan@childmatters.org.nz)

# Frequently Asked Questions

## *Is the New Zealand Diploma in Child Protection right for me?*

The New Zealand Diploma in Child Protection provides students with the skills and confidence to be strong advocates for children. This course provides a high level of practical skills while consolidating new and prior learning, and challenging personal and societal beliefs. This course can benefit anyone who works with or cares about children, including:

- Those who are working in or intending to enter into roles that affect children
- Managers and leaders responsible for child protection policy development and the safety and wellbeing of their workers

## *Am I able to study the New Zealand Diploma in Child Protection extramurally/via distance learning?*

The manner in which Child Matters delivers the New Zealand Diploma in Child Protection does not allow for course content to be delivered extramurally or via distance learning at this time. The course content delivery, guest speakers, and collaborative work is covered during compulsory in-class time, carried out over six one week blocks throughout the year. Attendance at all six blocks is a requirement to completing the course. The New Zealand Diploma in Child Protection includes eight major assessments that can be completed extramurally.

## *Can I stop my study half way through the year and continue the following year?*

Child Matters does not recommend you do this. Should unforeseen circumstances arise then a formal application to defer your Diploma would need to be made to Child Matters. This would then be considered by the Academic Services Committee.

## *Can I study while also working full time?*

Yes, with the support of your employer. The New Zealand Diploma in Child Protection provides an advanced professional development opportunity, and the course content and Assessments compliment your day-to-day tasks.

**A note to employers:** Our experience indicates that during the weeks when the students are participating in in-class tuition, it is not feasible for them to be undertaking other work duties. Course content can be heavy in nature and often difficult to process. The workload and the daily after class tasks required also make significant demands on learners. Learners are more likely to successfully complete this course, if they are able to give their in class work their full attention. The best way of supporting students during the six weeks of classroom time is to ensure that they are not required to undertake normal work duties on top of their study.

### *What qualification will I achieve on completion of this course?*

Learners who successfully achieve this course will be awarded a New Zealand Diploma in Child Protection. This is an NZQA accredited level 5 qualification.

### *How much are the course fees for the New Zealand Diploma in Child Protection delivered by Child Matters?*

Child Matters is fortunate to have secured funding to subsidise the course fees for students undertaking the New Zealand Diploma in Child Protection. Course fees for the 2020 course are \$1,100 + GST. This cost includes workbooks, assessments, resources, and daily morning tea during classroom blocks.

### *Can I apply for “fees free” to fund my course fees?*

You may be eligible for fees-free, meaning your course costs may be covered in full. To check your eligibility, go to [www.feesfree.govt.nz](http://www.feesfree.govt.nz), enter your National Student Number (NSN) and follow the prompts.

### *Can I apply for a student loan to fund my course fees?*

Yes. The New Zealand Diploma in Child Protection is recognised as a full time course by NZQA and StudyLink and students may apply for any student loan and allowances they may be entitled to. Please contact StudyLink on 0800 88 99 00 for more information.

### *What else do I need to consider before applying?*

We are sure you will find the New Zealand Diploma in Child Protection a very fulfilling and enlightening journey. However, we recognise that most people have other commitments in their lives, so taking on tertiary study can take some organising. To help make the process as easy as possible, we have put together a checklist of some of the things you will need to consider when taking on tertiary study. It is a good idea to work through this checklist with your manager, colleagues, and your family.



# Checklist – Other things to consider

## *Work*

- Do you have the support of your manager to undertake this course?
- Can you take leave to attend the six one-week classroom blocks?
- Can you manage your workload to allow for the time away from work?
- Will you need to arrange someone to relieve your workload while you attend the course?
- Will your work support you financially to attend? E.g. course fees, travel costs, accommodation costs?
- Will your work be supportive of potential study leave?

## *Family / Whānau*

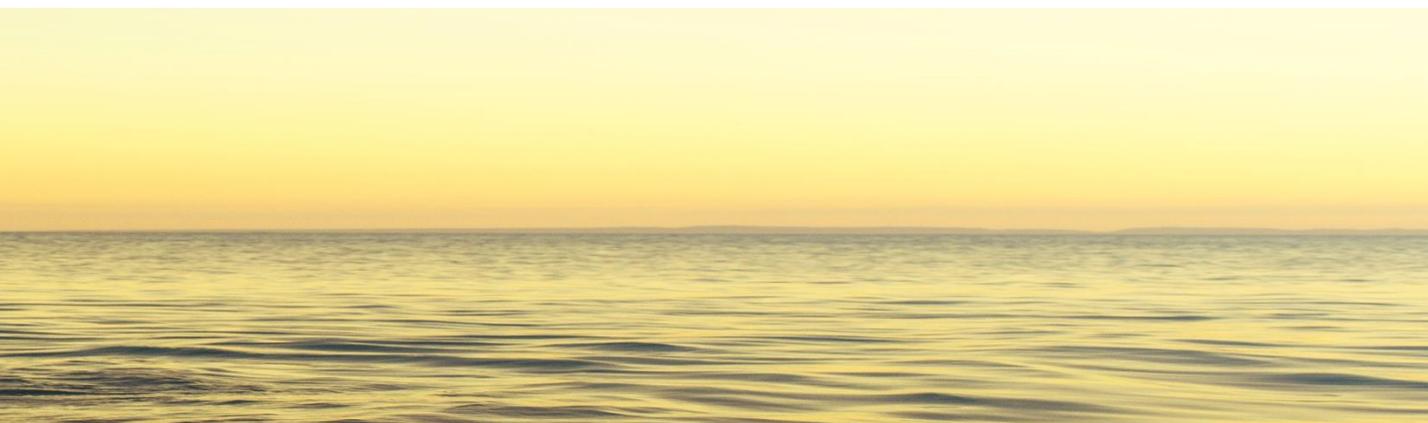
- Will you need to arrange childcare?
- Will you have family or whānau support to ensure you have time to do assessments, reading, and study?

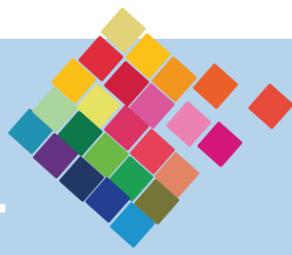
## *Personal*

- The New Zealand Diploma in Child Protection course content may adversely impact on anyone who has experienced childhood abuse or trauma. It is therefore necessary for consideration to be given to the suitability of each student to ensure their safety and wellbeing is maintained.

## *Financial*

- Do you need other financial support to pay for course fees, travel, and accommodation?
- You may wish to look into funding support from your employer, or a community funder or sponsor in your region. As the New Zealand Diploma in Child Protection is an NZQA accredited full time course, you may be eligible for student loan and allowances through Study Link.





# Child Matters

EDUCATING TO PREVENT CHILD ABUSE

CHILDREN CANNOT STOP CHILD ABUSE.  
**ADULTS CAN.**

Child Matters | [www.childmatters.org.nz](http://www.childmatters.org.nz) | Ph 07 838 3370

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