

Child Protection Policy Self Assessment Tool

Use this comprehensive checklist to assess your organisation's child protection policy against current legislative requirements and child protection best practice.

Commitment and Scope

YES **NO** **NEEDS
REVIEW**

Clear statement about the organisation's commitment to child protection and child safety.

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Statement about the rights of each child or young person that aligns with the United Nations Convention on the Rights of the Child.

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Scope that clearly identifies who the policy applies to.

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Makes it clear that all staff are ultimately responsible for ensuring the safety of children and young people.

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Child Protection Knowledge

YES **NO** **NEEDS
REVIEW**

Appropriately defines child abuse, including physical abuse, emotional abuse, sexual abuse, neglect, and family violence.

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Provides guidance on how to identify the indicators of child abuse.

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Includes a definitions list for clarity.

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Responding to Concerns

YES NO NEEDS
REVIEW

Details clear responding and reporting procedures including when immediate harm exists.

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Includes clear procedures for responding to allegations against staff.

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Clearly outlines information sharing provisions.

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Provides guidance for working with families, whānau, and external agencies.

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Safe Recruitment and Conduct

YES NO NEEDS
REVIEW

Contains recruitment procedures to ensure employees and volunteers are suitable to work with children and young people.

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Is supported by the organisation's Code of Conduct, outlining expected standards of behaviour towards children and young people.

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Roles and Responsibilities

YES NO NEEDS
REVIEW

Clearly outlines the responsibilities of all staff and volunteers.

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Clearly outlines the role and responsibilities of the Designated Person(s).

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Includes the details of the organisation's Designated Person(s) for Child Protection.

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Training and Support

YES NO NEEDS
REVIEW

Procedures are in place to ensure staff receive regular child protection training.

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Supervision and support processes are outlined.

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Legal and Governance

YES NO NEEDS
REVIEW

Complies with all legislative requirements, including those under the Children's Act 2014.

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Is easily accessible on the organisation's website.

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Is reviewed every three years or more frequently as required.

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This tool is just a guide, so if you need further support or advice regarding your Child Protection Policy, contact Child Matters on 07 838 3370 or info@childmatters.org.nz.

If you ticked **no** many times, you may benefit from purchasing our [Child Protection Policy Template](#) to ensure alignment with legislative requirements and best practice.