



AUCKLAND ICE HOCKEY ASSOCIATION

Child and Youth Protection Policy

Purpose

The purpose of this Auckland Ice Hockey Association Policy is to:

- a) To set out the rules and expectations that ensure the safety and wellbeing of all children and young people involved or associated with AIHA is maintained.
- b) This document covers all individuals, including administrators, elected officials, coaches, employees, contractors, parents and all volunteers. It protects our children, our volunteers and our community

By law, in New Zealand, a child or youth is deemed to be any person below the age of 18 years old.

AIHA provide a Code of Conduct for participants. This Code of Conduct provides general guidance on acceptable behaviour by players, coaches, officials, parents and spectators. The Child and Youth Protection Policy is designed to supplement in particular the Code of Conduct and Health and Safety Guidelines.

Policy Statement(s)

Auckland Ice Hockey Association (AIHA) is committed to maintaining a safe and positive environment for the physical, emotional, and social development of its member and non-member participants and promoting an environment free from abuse and misconduct.

Adults interacting with children and youth in sport are in a position of trust and influence. They should ensure that everyone is treated with integrity and respect. Everyone involved in Auckland Ice Hockey Association has a role to play in creating the best possible environment for the sport to thrive and be enjoyed.

Definition

Duty of Care is “The duty which rests upon an individual or organisation to ensure that all reasonable steps are taken to ensure the safety of any person involved in any activity for which that individual or organisation is responsible”. This may arise when transporting children and youth to games; care of children and youth during tournaments; care of children and youth during team trainings; when you have concerns, a child or youth is being abused or neglected outside of ice hockey (eg at home or school).

Abuse is ‘...the harming (whether physically, emotionally, sexually) ill-treatment, abuse, neglect or deprivation of any child or young person”. (*The Children, Young Persons and their Families Act 1989*)

Physical abuse is any act that may result in physical harm of a child or young person. It can be bruising, cutting, hitting, beating, biting, burning, causing abrasions, strangulation, suffocation, drowning, poisoning and induced illness. In sport this might result if the nature or training methods that are inappropriate for the age and physiological development of the child or young person.

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, as well as non-contact acts such as involving children and young people in the looking at or production of sexual images, sexual activities and sexual behaviours.

Emotional abuse is the persistent emotional ill-treatment of a child or young person such as to cause severe and persistent adverse effect on their emotional development. This can include a pattern of rejecting, degrading, ignoring, isolating, corrupting, exploiting or terrorising. It may also include age or developmentally inappropriate expectations being imposed on the child or young person. It also includes the seeing or hearing of ill-treatment of others.

Neglect is the persistent failure to meet a child or young person's basic physical and/or psychological needs, causing long term serious harm to their health or development. It may also include the failure to meet a child or young person's basic or emotional needs; not providing adequate food, shelter or clothing; not protecting them from physical harm or danger; not accessing appropriate medical treatment or care.

Bullying is deliberate, usually repeated, unreasonable behaviour (either physically, verbally, psychologically or socially) directed towards a person or a group of people that can have a significant impact on them. In a sport context, bullying can take many forms, for example; several people ganging-up on an individual team/group member; spectators verbally abusing participants from the opposition; a participant calling a referee names and using put-downs; a parent intimidating a young coach/supervisor.

Harassment is defined as conduct which is insulting, intimidating, humiliating, offensive, or physically harmful. Types of behaviour which constitute harassment include, but are not limited to: unwelcome jokes, innuendo or teasing about a person's looks, body, attire, age, race, religion, sex or sexual orientation; condescending, patronising, threatening or punishing actions which undermine self esteem or diminish performance; any form of hazing; behaviours such as those described above which are not directed towards individuals or groups but which have the effect of creating a negative or hostile environment.

Policy Principles

- Children and Youth have a right to participate in our sport and feel safe.
- Children and Youth should feel respected, valued, and encouraged to enjoy their participation and to reach their full potential.
- AIHA have a duty of care when it comes to children and youth and will endeavor to take steps to ensure that young people can participate safely in the activities they provide.
- AIHA will work in partnership with young people, parents and care, to promote the welfare, health and development of young people.

Policy Objectives

- promote the health and welfare of children and youth by providing opportunities for them to take part in ice hockey safely.
- promote and implement appropriate procedures to safeguard the well-being of children and youth and protect them from harm
- promote the collective responsibility within ice hockey for ensuring safe sport for children and youth
- commit to responding to allegations of misconduct or harm to children and youth in line with this Policy and these procedures, as well as implementing, where appropriate, the relevant investigative, disciplinary and appeals procedures.
- respect and promote the rights, feelings of children and youth;
- commit to recruiting, training, supporting and supervising staff (and participants where applicable) to adopt good practice to safeguard and protect children and youth from harm, and to reduce the risk of allegations or complaints against themselves;

Procedures

Child and Youth Protection Advisor

Crucial to following this policy in the appropriate way is having a Child and Youth Protection Advisor appointed who can guide a person through the process. This will ensure confidentiality is maintained and all concerns are acted upon in the correct manner. They will be the main point of contact for anyone who has concerns or would like to discuss an issue around the safety of a child or youth.

Anyone involved in ice hockey can, and should act, when concerned about the safety of a child or youth.

AIHA have an appointed a Child and Youth Protection Advisor. This function will be held by the President of AIHA Board.

Good Practice Guidelines for Working with Young People

The following protocols provide guidance to those working with children and youth by outlining good practice and establishing boundaries in a range of situations. The intention of these protocols is to reduce the likelihood of harm to a child and youth, as well as minimising the risk of an allegation or complaint being made.

1. Apply a Young Person-Centred Approach Where all Young People are Treated Equally and with Dignity
 - Activities should be appropriate for the age and physiological development of the child or youth in your care.
 - Use positive and age-appropriate language when talking to children and youth, and in their presence.
2. Create a Safe Environment that also Reduces Risk to Staff
 - Ensure that you do not place yourself into a situation which renders you vulnerable.
 - Ensure that you are aware of expectations, policies and procedures.
 - Do not send young people off to train alone and out of sight or supervision.
 - Ensure that young people use appropriate protective gear.
 - Ensure that all physical contact with children and youth is relevant and appropriate to the activity.
 - Seek permission to touch when doing the above.
 - Do not engage in any intimate, over-familiar or sexual relationships with children and youth.
 - Ensure that you have parental consent to administrator first aid if required.
 - Ensure that any filming or photography of children and youth is appropriate. (Obtain consent prior to filming or photographing & explain purpose e.g. To promote the sport etc)
 - Request parental consent before transporting children and youth in a vehicle. Ensure that the vehicle is insured and has a current Warrant of Fitness and registration.
 - Do not drink alcohol in the presence of children and youth and do not offer alcohol to children and youth under any circumstances.
 - Do not allow parents, coaches, other young people, or spectators to engage in any type of bullying behaviour (this includes cyber/text bullying).
 - Do not engage in any bully.
 - If a coaching technique would benefit from physical contact, then first ask for the child or

youth's permission (e.g. "Would you mind if I held your shoulders to show you what I mean?"). It is useful to take time to explain why and how this is used to the person and their parent or caregiver. Touching is appropriate if it is neither intrusive nor disturbing or for the wrong reason.

3. One to One Situations with a child or youth

One-on-one situations have the potential to make a child and youth more vulnerable to harm by those who seek to exploit their position of trust. Individuals working in one-on-one settings with a child or youth may also be more vulnerable to unjust or unfounded allegations made against them. Both possibilities should be recognised so that when one-on-one situations are unavoidable, reasonable and sensible precautions are taken. Every attempt should be made to ensure the safety and security of children and youth and the adults who work with them. There are occasions where individuals will need to undertake a risk assessment in relation to the specific nature and implications of one-on-one work. These assessments should take into account the individual needs of the child or youth and the individual, and any arrangements should be regularly reviewed.

In light of the above, it is recommended that wherever possible, all individuals should:

- Ensure that when working alone is an integral part of their role, a full and appropriate risk assessment has been conducted and agreed;
- Avoid private or unobserved situations, including being alone with a child or youth in the changing rooms. Have another adult present or at least another player;
- Avoid entering changing rooms. If you must enter, knock and announce yourself and try to have at least one other adult with you;
- Avoid driving a child or youth unaccompanied. If this is unavoidable, have them sit in the back seat;
- Do not invite or encourage children and youth to your home;
- Always have another adult present when staying overnight anywhere with children and youth;
- Do not share a room with a child or youth that is not your own child or youth,

It should be noted that travelling creates higher-risk environments. Take extra care to ensure players and volunteers are not exposed to undue risk.

Screening

As part of its duty of care, the AIHA will ensure that suitable and appropriate employees and volunteers (including parents) are engaged to work with youth participants. When recruiting coaches and managers to work with youth participants AIHA will engage in a screening procedure as set out in the New Zealand Ice Hockey Federation's *Youth Protection Policy*.

<https://nzicehockey.co.nz/assets/Uploads/NZIHf-Youth-Protection-Policy-FINAL.pdf>

Dressing Room(s)

There must be at least one or, two responsible screened adult(s) (e.g., coaches, managers or other volunteers) monitoring dressing rooms during all AIHA sanctioned events to ensure that only participants (coaches and players), approved team personnel, and family members enter the dressing room and to supervise the conduct in the dressing room.

The responsible adult(s) that monitors and supervises the dressing room shall have been screened in compliance with AIHA's Screening Policy.

The use of mobile phones and or photographic equipment with video recording capabilities by individuals and also children and youth themselves is not permitted at any AIHA sanctioned event, provided that it may be acceptable to take photographs or recordings in a dressing room in such unique circumstances such as a victory celebration, etc., where all individuals in the dressing room are appropriately dressed and have been advised that photographs or recordings are being taken.

Mixed Gender Dressing Room(s)

As a team sport in which youth teams can often include both male and female players, circumstances may exist that can increase the chance of abuse or misconduct. If the team consists of both male and female players, both female and male privacy rights must be given consideration and appropriate arrangements made. Where possible, the male and female players should undress/dress in separate dressing rooms and then convene in a single dressing room prior to the game or team meeting. Once the game is finished, the players may come to one dressing room and then the male and female players proceed to their separate dressing rooms to undress and shower (separately), if available.

If separate dressing rooms are not available, then the genders may take turns using the dressing room to change and then leave while the other gender changes. Where possible, when both male and female players are together in the dressing room, there should be at least two adults in the locker room that have been properly screened in compliance with AIHA’s Screening Policy.

[Responding to actual or suspected child abuse or neglect](#)

If a child or youth makes a verbal disclosure to a coach, manager, volunteer or member of staff it is important that they take what the child or youth says seriously. All allegations of child abuse will be dealt with promptly, seriously, sensitively and confidentially. A person will not be victimised for reporting an allegation of child or youth abuse and the privacy of all persons concerned will be respected.

When there are concerns there are signs of possible abuse or neglect:

<ul style="list-style-type: none"> • do not put off the moment • you may need to find a place of privacy • respond briefly, slowly, and gently • do not assume there is only one child involved • do not make decisions alone • keep calm and reassure 	<ul style="list-style-type: none"> • do not ask leading questions or over questions • re-engage the child with an activity if appropriate • take action immediately • do not promise confidentiality • find support if necessary • inform the child what will happen next.
--	--

Dealing with allegations, responding to concerns in accordance with members’ responsibility to act on any serious concerns, the following should be brought to the attention of the Child and Youth Protection Advisor:

- Any instance where this policy is breached, or good practise guidelines are not followed.
- Any disclosure by a child or youth that abuse or harm is occurring.
- Any suspicions or concerns about a child or youth being subject to abuse.

Steps for reporting suspected or actual child abuse

CHILD ABUSE IS EITHER SUSPECTED OR DISCLOSED

- Ensure the child or youth is safe from immediate harm.

LISTEN

- **Listen carefully** to what the child or youth is saying **DO NOT** interview the child / youth or ask too many questions, ask the very basics i.e. Who/when?
- Once you have ascertained the basics **DO NOT** question them further. Document what the child or youth has said (use the child or youths words wherever possible) and what you have said to the child or youth, include time, date and who was present so you can pass this information to authorities as soon as possible.
- Report your concern to the Child and Youth Protection Advisor.

HOW TO REPORT YOUR CONCERN

- If you ever think a person is in immediate danger, call the Police ([111](tel:111)).
- Advise **Ministry of Vulnerable Children (Oranga Tamariki)** on 0508 FAMILY (0508 326 459) or **Police** promptly when a disclosure is made.

POLICE

- The Police have a dedicated team of investigators who focus on Child Protection in all 12 Districts.
- Deciding when and who will inform the parent(s) and/or caregiver will be determined by Oranga Tamariki and Police in consultation with the Child and Youth Protection Advisor. Report early so there is time to consider what's best for the child.
- Police and Oranga Tamariki will arrange interviews of the children.
- **DO NOT** conduct an investigation of your own before making a report of concern.

It is not an individual member of staff or an individual participant's responsibility to decide whether a person is being abused but it is their responsibility to pass the information on to the appropriate person.

APPENDIX 1

Indicators of abuse

The following are indicators and does not cover every situation.

This list does not mean the child is suffering abuse but may indicate you need to share information with your Child and Youth Protection Advisor.

It is essential to be able to recognise indicators in both the child or young person and the adult who may be abusing them. Sometimes it is the behaviour and attitude of an adult towards children and young people that alerts you.

Emotional abuse – child indicators

- overly compliant and apologetic
- looks worried and anxious
- fear of making mistakes, especially if it only happens in the presence of a particular person
- difficulty developing relationships, including poor peer relationships
- demonstrating fear of a parent, caregiver or adult
- reluctance to attend an activity at a particular club or organisation
- inability to cope with praise
- delayed development or regression with no apparent cause
- aggressive behaviour (active or passive)
- attention seeking or risk-taking behaviour
- self-critical
- depression, regularly frightened, anxious and nervous
- tired, lethargic, falling asleep at inappropriate times
- self-soothing habits – hair twisting, sucking, biting, rocking
- clingy, possessive and attention-seeking
- indiscriminate attachment to adults – strong attention, affection seeking or a severe lack of attachment to their own parent/caregiver
- seeks affection and comfort from virtual strangers
- stealing (particularly food) or destroying property
- reluctant or unable to express views when asked
- hanging around outside of hours and not wanting to go home
- developmental delay with an apparent physical cause
- depression, anxiety, withdrawal or aggression
- self-harm, suicidal thoughts or intention, alcohol and drug abuse

- extreme attention-seeking behaviours or extreme inhibition
- running away from home
- nightmares, poor sleeping patterns
- anti-social behaviours
- lack of self-esteem
- obsessive behaviours
- eating disorders
- reluctance to attend an activity at a particular club or organisation.

Emotional abuse – adult indicators

- labels the child as inferior, belittles or publicly humiliates the child
- treats the child differently from siblings or peers in ways that suggest dislike or irritation of the child
- considers it amusing to frighten the child
- lacks empathy for the child
- refuses to help the child
- threatens the child with physical harm or punishment in front of others
- exposure to criminal behaviour
- withholds physical and verbal affection
- isolates the child
- has unrealistic expectations of the child
- inappropriately involves the child in adult problems
- exposes child seeing or hearing, situations of arguing and violence in the home.

Neglect – child Indicators

- dressed inappropriately for the season or the weather
- lack of food, kit or equipment
- often dirty and unwashed
- severe or persistent skin disorders
- inadequately supervised or left unattended frequently or for long periods
- left alone or in the care of an inappropriate adult
- does not receive adequate or timely health care
- underweight or overweight
- lacks adequate shelter
- failure to thrive with no medical reason
- stealing/hoarding of food
- inappropriately dressed - dirty, not the right clothes to keep dry or warm.
- unsupervised – hanging around
- lack of routine in the household – mealtimes and bedtimes
- falling behind in education and sport
- indiscriminate attachment to adults – strong attention, affection seeking or a severe lack of attachment to their own parent/caregiver
- tired or falling asleep at inappropriate times
- abuse of alcohol or drugs
- aggressive or destructive behaviour
- poor peer relationships, having few friends
- dulled emotional response or lack of expression or enthusiasm
- low self-esteem
- anxiety
- self-soothing behaviour such as rocking and sucking
- running away
- developmental lags with no apparent cause.

Neglect – adult indicators

- puts own need ahead of child's
- fails to provide for child's basic needs
- demonstrates little or no interest in the child's life - does not attend sport and recreational activities or social events
- leaves the child alone or inappropriately supervised
- drug and alcohol misuse
- low mood
- seeks help but fails to carry through with help offered
- late to drop off and collect – may fail to collect the child
- excuses and promises with no improvement in the care of the child.

Physical abuse – child indicators

Especially when unexplained, inconsistent with explanation given or the story changes

- bruises, marks, cuts and abrasions
- burns
- repeated illnesses with no known cause
- blackeyes
- fractures and dislocations
- multiple, bruises, wounds or fractures at different stages of healing
- injuries or fractures in very young children, especially those not yet mobile
- inconsistent or vague explanations regarding injuries
- makes excuses for injury or story changes
- repeatedly injured
- injured but not receiving timely health care
- wary of adults or a particular person
- speaks aggressively to others
- fear and crying
- cringing or flinching if touches unexpectedly
- overly compliant and eager to please
- dresses to hide bruising or injuries
- runs away from home or is afraid to go home
- may regress (e.g. bed-wetting)
- general sadness
- violent to other children or cruel to animals.

Physical abuse – adult indicators

- inconsistent or vague explanations regarding injuries
- threatens or hits the child in front of others
- speaks aggressively to or about the child
- reacts aggressively to questions about a child's injury or well-being
- makes you feel scared or frightened when you enquire about the child's well-being
- appears unconcerned about child's well-being
- states the child is prone to injuries or lies about how they occur
- delays in seeking medical attention
- may take the child to multiple medical appointments and seek medical treatment without an obvious need
- lacks empathy
- is cruel taking delight in overly rough play or taunting the child
- harsh parenting style who supports physical punishment.

Sexual abuse – child indicators

- unusual discharge, or excessive itching or pain in the genital or anal area
- stained or bloody underwear
- any injury, soreness or bleeding in the genital or anal area
- blood in urine or stools
- sexually transmitted infections
- pregnancy
- urinary tract infections
- discomfort in sitting or walking
- age or developmentally inappropriate sexual play, knowledge or language
- refuses to go home, or to a specific person's home, for no apparent reason
- running away from home or going missing
- fear of a person, place, sound or smell
- mood swings or changes in temperament
- secrecy
- exchanging sexualised messages or images
- unexplained gifts, possessions or money that can't be accounted for
- depression, anxiety, withdrawal or aggression
- self-harm, suicidal thought or intention, alcohol and drug abuse
- overly compliant
- extreme attention-seeking behaviours or extreme inhibition
- dresses inappropriately to hide bruising or injuries
- eating disorders
- compulsive behaviours.

Sexual abuse – adult indicators

- favours a particular child
- insists on physical affection
- rough play or tickling games
- invades the child's privacy (e.g. during dressing, in the bathroom)
- manipulates situations to gain time alone with a child or children, for example, offering to babysit, extra coaching or tutoring
- overly interested in a child's sexual development
- prefers to spend time with children and young people rather than adults or people of a similar age.

Intimate partner violence – child indicators

- injuries consistent with physical abuse
- absenteeism from school
- worried and anxious in general or about a parent or siblings
- bullying or aggressive behaviour
- complaints of headaches or stomach ache with no apparent medical reason
- talking or describing violent behaviours
- bullying, aggressive behaviour
- disclosures of violent or emotionally abusive situations
- threats or cruelty to animals.
- substance misuse
- very distressed when witnessing violence
- severely shy, low self-esteem
- argumentative and aggressive
- difficulty concentrating.

Intimate partner violence - adult victim indicators

- physical injuries
- depression or anxiety
- inconsistent explanations for injuries
- fearful
- submissive
- protective of abuser.

Intimate partner violence - perpetrator indicators

- isolates and controls partner and children
- threatens, criticises, intimidates, uses aggressive and physical abuse towards partner and children
- minimises and denies own behaviour, or blames the victim for the perpetrator's own behaviour
- stalking victim
- manipulating a person by forcing them to question their thoughts, memories, and events, making them question their own sanity.

Bullying – child indicators

- physical injuries such as unexplained bruises
- problems with eating or sleeping, for example, nightmares, wetting the bed, etc
- self-harm
- belongings getting lost or damaged
- loses interest in school or activity
- not doing as well at school
- being afraid to go to school or activity
- few friendships, not being accepted by their peers
- no longer wants to participate in activities once enjoyed
- asking for, or stealing, money (to give to a bully)
- suddenly changes in behaviour
- thoughts about suicide
- substance misuse.

Cyberbullying – child indicators

- spends a significant amount of time on the computer, and is unwilling to talk about
- seems upset, highly irritable or emotional after being on the computer, or after reading their text messages or email, etc
- frightened of going to school or activity
- constantly checking social media or worrying about comments
- defensive and upset when you ask about social media use
- sudden withdrawal from technology or a sudden change in computer or phone usage including suddenly stops using the computer
- become anxious about phone messages
- suddenly changes friends.

AIHA Board:	
Policy Approval date:	6/10/2021
Policy Review Date:	October 2023