

TE TĀHUHU O TE MĀTAURANGA

## **\*\*\*\*\*\*\*\*\*\*** What checks do I need to undertake for adults coming MINISTRY OF EDUCATION into my school or kura?



New Acts have come into force, which interact with existing legislation, that schools and kura need to know about. This resource gives an overview of the safety checking and Police vetting requirements (if any) of the Education Act 1989, the Vulnerable Children Act 2014 (VCA) and the Health and Safety at Work Act 2015 in relation to the adults coming into your school or kura.

## What is the person's relationship **Education Act 1989 Vulnerable Children Act 2014 Health and Safety at Work Act 2015** Police vetting requirements safety checking requirements requirements Core workers from 1 July 2015 A Police vet is required They are employed or engaged **New staff** Safety check: No additional Police vetting or safety by the Board as a member of The Police vet undertaken by the Education checking requirements. Police vet Council for a teacher's practising certificate Non core workers from 1 July 2016 staff. and the Education Act's requirement to Identity check E.g. Teacher, Teacher Aide, Support Police vet non teaching and unregistered Core workers by 1 July 2018 • Interview (for new staff) **Existing** staff, Caretaker, Relieving Teacher\* employees meet the Police vet requirement staff Work history (for new staff) of a VCA safety check. Non core workers by 1 July 2019 • Referee check (for new staff) · Risk Assessment No requirement They are a student\* on **Boards are legally responsible** under the VCA to ensure Keep a record practicum. trainees have been safety checked. The Education Act specifies that a No requirement They are engaged as a contractor to work in my Police vet is required if the person No additional Police vetting or safety is likely to spend unsupervised (as school but they do not work defined in the Act) time with children checking requirements. with children. during normal school hours. E.g. Plumber, electrician, carpenter, construction worker, other contractor. They work in my school with No requirement People who work in your school but who are employed or engaged as a children's worker by another organisation should be safety checked by their employing organisation. You may wish to confirm with children but I don't employ the person's employer that a safety check has been completed, in line with the requirements and time them. lines of the VCA, for people who do work in your school. E.g. Dental therapist, RTLB, RTLit. PLD provider, Court appointed Lawyer, private tutors or agency staff such as SWiS, ERO, Ministry of Education or Ministry of Health staff. They are a Volunteer. No requirement No requirement No additional Police vetting or safety Under the VCA your school is not legally required to safety check volunteers but we would encourage checking requirements. E.g. canteen worker, breakfast club. you to do so as best practice, especially if the person is a regular volunteer and will be alone with or parents, camp volunteers etc. have overnight contact with children. A Police vet, as part of best practice, should be submitted as a non- VCA check. They don't fit into any of the No requirement No requirement categories above. E.g. parents or visitors on site (with the Board's consent) etc.

- \* Download Implementation of the Vulnerable Children Act 2014 in schools Overview of requirements of the Act and other resources: http://www.education.govt.nz/safety-checking-workers-and-child-protection-policy-for-schools-and-kura
  - Safety checking new and existing employees
  - Safety checking trainees on practicum
  - Safety checking relieving teachers

Safety checking requirements can be found in Section II and III of the Vulnerable Children Act 2014. http://www.legislation.govt.nz More information about safety checking can also be found on the Children's Action Plan website at http://www.childrensactionplan.govt.nz