



**Anglican Diocese
of Auckland**

**Anglican Diocese of Auckland
Children and Young Persons Safeguarding Procedures**

PROCEDURES

1. Definitions

Definitions are as defined in the Anglican Diocese of Auckland Children and Young Persons Safeguarding Policy.

2. Roles and Responsibilities of Child Safeguarding Officers

Diocesan Child Safeguarding Officer

2.1 The Diocesan Child Safeguarding Officer will:

- (a) be responsible for the collation of documentation to assist Child Safeguarding Officers and Children or Youth Workers in their roles under the Policy;
- (b) be responsible for the arrangement of training as set out in the Policy;
- (c) be the diocesan contact point for any matters relating to the Policy or the care and protection of children and young people; and
- (d) for those matters made known ensure that notification is made to Oranga Tamariki and/or the Police if there is concern that a child or young person has been, or is likely to be, abused or neglected.

2.2 The Diocesan Child Safeguarding Officer will report to the Diocesan Health, Safety and Wellbeing Advisory Committee and will provide quantitative information to the Advisory Committee and the Diocesan Council on the implementation of the Policy.

Parish Child Safeguarding Officer

2.3 The Parish Child Safeguarding Officer's role is to ensure that all required staff and volunteers meet their obligations under the Child and Young Persons Safeguarding Policy, undertake training, and provide support in the case of a child welfare concern.

2.4 A Parish Child Safeguarding Officer should be a member of the vestry of the Parish or in a significant leadership role that works directly with children and young people.

2.5 A Parish Child Safeguarding Officer may liaise directly with the Diocesan Child Safeguarding Officer on any matters relating to the Policy or the care and protection of children and young people, and if the Diocesan Child Safeguarding Officer position is vacant, with the chair of the Diocesan Health, Safety & Wellbeing Advisory Committee.

3. Safety Checking

3.1 Every safety check of the Diocesan Child Safeguarding Officer, a Parish Child Safeguarding Officer, a Children or Youth Worker, a Minister, or Staff, Employees and Volunteers with direct contact with children and/or young people as part of their role or duties, must include:

- (a) Confirmation of the identity of the person – see **Appendix 5**;
- (b) A Police vet from the New Zealand Police Vetting Service;
- (c) Other information (per regulation 7 of the Children's (Requirement for Safety Checks of Children's Workers) Regulations 2015) – see **Appendix 5**; and
- (d) Evaluation of the above information to assess the risk the potential Child Safeguarding Officer or Children or Youth Worker or Minister or Employee or Volunteer would pose to the safety of children and young people if employed or engaged

in line with the Children’s Act 2014 and Children’s (Requirement for Safety Checks of Children’s Workers) Regulations 2015.

- 3.2 A review of the safety of the Diocesan Child Safeguarding Officer, Parish Child Safeguarding Officer, Children or Youth Worker, Ministers, Staff, Employees or Volunteers with direct contact with children and/or young people as part of their role or duties in their role should occur every three years. A Police vet must be included as part of this process.
- 3.3 A review of the safety of all existing Child Safeguarding Officers and Children or Youth Workers will be undertaken within the year following implementation of the Policy.
- 3.4 At **Appendix 5** is a list of questions to be asked at the interview stage. It is recommended that an applicant for appointment as a Diocesan Child Safeguarding Officer, Parish Child Safeguarding Officer, Children or Youth Worker, Minister or such Staff or Employees or Volunteers who have direct contact with children and/or young people is asked at least five questions from this list which directly assess the applicant’s suitability for working with children and young people.
- 3.5 Verbal references should be obtained from a minimum of **three referees** for any application for appointment as a Diocesan Child Safeguarding Officer, Parish Child Safeguarding Officer or Children or Youth Worker. Verbal references should be obtained from a minimum of **two referees** for any application for appointment as a Minister, Staff/Employee or Volunteers with direct contact with children and/or young people as part of their role or duties. At **Appendix 5** is a list of suitable questions to ask each referee. It is recommended that each referee be asked at least five questions from this list which directly assess the applicant’s suitability for working with children and/or young people.
- 3.6 A full safety check is required before:
 - (a) All Ministers start work;
 - (b) Any Staff or Employees with direct contact with children and/or young people as part of their role or duties start work; or
 - (c) Any Staff or Employees whose role or duties change such that they have direct contact with children and/or young people as part of their role or duties, start work

in line with the Children’s Act 2014 and Children’s (Requirement for Safety Checks of Children’s Workers) Regulations 2015.

4. Training

Ministry Training and Support

Providing a safe environment for children, young people and their families requires those who work directly with them to be well supported and trained.

- 4.1 Alongside requirements for licenced clergy and licenced lay people, parishes should ensure that all those who work directly with children and young people participate in ministry training and professional development each year. This may include:
 - (a) Ministry training offered by the Ministry Formation Team
 - (b) Bespoke training and development organised by their parish, with the support of ministry facilitators at the diocese if necessary
 - (c) Attending conferences that are related to children, youth and family ministry

- (d) Auditing or completing papers at local ministry colleges related to children, youth and family ministry.

Child Protection Induction

- 4.2 All Staff or Employees or Ministers or Volunteers who do not work directly with children will undertake an induction programme that will introduce them to the Safeguarding Policy. See **Appendix 6**.
- 4.3 The aim of the induction is to ensure that people understand and accept:
 - (a) That the Child Safeguarding Officer, Children or Youth Workers, Staff, Employees, Ministers and Volunteers must act together in upholding the Safeguarding Policy;
 - (b) How to recognise and respond to signs of abuse; and
 - (c) The process of notifying and reporting abuse alongside the Parish Child Safeguarding Officer.

Children & Young Persons Safeguarding Workshop

- 4.4 All Child Safeguarding Officers, ministers and children/youth workers and staff/employees/volunteers who work directly with children and/or young people will complete a Children & Young Persons Safeguarding Workshop.
- 4.5 The aim of this training is to ensure that they understand and accept:
 - (a) Their responsibility in oversight and implementation of the Children and Young Persons Safeguarding Policy by Children or Youth Workers, Employees, Staff, Volunteers and Ministers within the Anglican Diocese of Auckland;
 - (b) That the Child Safeguarding Officer, Children or Youth Workers, Staff, Employees, Ministers and Volunteers must act together in upholding the Children and Young Persons Safeguarding Policy;
 - (c) How to recognise and respond to signs or disclosure of abuse; and
 - (d) How to receive and escalate reports of abuse, including being provided with key internal and external contacts to report abuse. The process of documenting and reporting of abuse including being provided with relevant contact details.

Supervision and Support for Ministry

- 4.6 Licensed clergy and licenced lay ministers have requirements for supervision set out in Maintaining Authority to Ministry pursuant to the Licensed Ministry Statute.
- 4.7 It is also recommended that there are regular opportunities for those who hold ministry leadership positions in a parish to have team/leadership meetings for mutual support and care.
- 4.8 For children and youth workers who are employed in full time positions, it is recommended that they be offered supervision on a regular basis with costs covered by the parish.
- 4.9 For children and youth workers in direct care of children/young people, who are employed or volunteer in part time positions, particularly those who work less than 10 hours per week, supervision may look like a regular meeting with their vicar, peer support or support from the diocesan Ministry Formation Team.

- 4.10 For those who are on a volunteer roster and are not directly responsible for the organisation or oversight of children's ministry, supervision can look like a regular opportunity to meet with the whole team with the support of the child/youth ministry worker or vicar.

5. Mandatory Reporting

- 5.1 The policy requires all concerns of abuse or neglect of any kind must be reported to the relevant authorities (Oranga Tamariki or the Police) as per these child and young persons' safeguarding procedures and supporting documentation.
- 5.2 All Child Safeguarding Officers, Children or Youth Workers, Staff, Employees, Volunteers and Ministers must follow these procedures for recording and reporting suspected abuse and neglect if they have concerns of child abuse for any child or young person involved with Ministry Events or connected to the Parish or Group.
- 5.3 The Child Safeguarding Officer of the Parish or Group should be consulted with immediately if any Children or Youth Worker, Staff or Employee, Volunteer or Minister has concerns of child abuse or receives a disclosure/report of abuse.
- 5.4 A Parish Child Safeguarding Officer may liaise directly with the Diocesan Child Safeguarding Officer on any matters relating to concerns of child abuse or receives a disclosure/report of abuse.
- 5.5 See guideline documents:
- (a) **Appendix 1** - Identifying/recognising child abuse and neglect.
 - (b) **Appendix 2** – Receiving a disclosure.
 - (c) **Appendix 3** – Responding to, reporting and recording in writing suspected child abuse and neglect.
 - (d) **Appendix 4** – Reporting process.

6. Children/Youth Worker Safe Practice

At the heart of safeguarding is the belief that children and young people are valued and belong in our church communities. All children and young people are made safe where the environment and people around them are also safe. Safety for all people looks like a positive culture based on love, belonging and participation as well as being covered by health and safety and safeguarding policies. All members of the church community are responsible for the upholding of this culture, overseen and enabled by those in leadership roles.

Child/Youth Ministry Events

- 6.1 A risk management review (RAMS) should be completed as required but at least annually for each programme run by the Parish which involves children or young people.
- 6.2 There should be at least two adults present at all Child/Youth Ministry Events. The adult/child ratios are set out in **Appendix 7**.
- 6.3 It is important to avoid situations where Staff, Employees, Children or Youth Workers, Volunteers or Ministers may be alone with children or young people unless they are part of their family unit or household. Wherever possible, an open-door policy for all spaces should be used (excluding toilets).

- 6.4 In pastoral situations where a private conversation with a child or young person is necessary, the participants should ensure they remain visible to others but that the conversation is not overheard. For youth, this may include meeting in a busy, public place such as a fast-food restaurant or café where there is visibility.
- 6.5 All children/young people who participate in child/youth events will need to have a registration form completed. Details should include, name, caregiver details, contact details, medical conditions, allergies and permission to take and share photos or videos. These details will need to be kept in accordance with the Privacy Act and [Diocesan Council Privacy Policy](#).
- 6.6 The attendance of children and young people to child/youth events will be kept for each session. Finish/leaving times should also be recorded.
- 6.7 Visitors and outside instructors should be supervised by Children or Youth Workers at all times.
- 6.8 Children and Youth workers should not be responsible for the personal cares (toileting, showering) of a child/young person.
- (a) In the case of children under 5 who are not toilet trained, it is recommended that children are returned to their parents for changing and clean up.
- (b) In the case of children/young people with disabilities, the child or youth leader should work with the child/young person's caregiver to determine a plan of how to ensure that the young person has their needs met during a child/youth focused event. This may involve the caregivers attending or the caregivers appointing another trusted person to provide caregiving.

Other Ministry Events/Gatherings

- 6.9 During other Ministry Events and gatherings children and young people will have the same support and oversight as any other member of the congregation and will be safeguarded by health, safety and wellbeing policies and procedures already in place.

Transport

- 6.10 Transport may only be provided by adults with a full license in a warranted and registered vehicle.
- 6.11 Staff, Employees, Volunteers and Ministers should avoid being alone when transporting a child or young person who is not related to them or part of their family unit, unless an emergency requires it.
- 6.12 Children and young people are not to be taken from the premises of the Parish, or the normal site of the Ministry Event, without written consent of the child or young person's parent or caregiver, unless an emergency requires it.
- 6.13 In a situation where a child/young person is not picked up or unable to get home after a child/youth ministry event, and the family/caregiver is unable to collect their child/young person, it is recommended that the child/youth worker contact another leader or clergy person to accompany them to transport home.

Health Guidelines and Mandates

- 6.14 Staff, Employees, Volunteers and Ministers should comply with all public health guidelines and mandates issued by the Ministry of Health/Manatū Hauora.

Protection from smoking, vaping, alcohol and drugs

- 6.15 Churches are designated smokefree environments.
- 6.16 There must be no smoking or vaping in the presence of children and young people during any on site or off-site Ministry Event.
- 6.17 All people working with children and young people at a Child/Youth Ministry Event must not be under the influence of alcohol, recreational drugs, or any prescribed drugs that are known to impair judgement (such as sedatives or heavy painkillers), irrespective of the legality of consuming these products.
- 6.18 Any child or young person attending a Child/Youth Ministry Event must not be under the influence of drugs or alcohol.
- 6.19 In off-site situations (such as a camp), where parents and caregivers are not present, no alcohol or illicit/recreational drugs should be present or consumed by any adult, child or young person at any time with the exception of wine that may be offered as part of a Eucharistic/Communion ceremony offered by a Minister.

Protection from exposure to inappropriate material

- 6.20 Any adults who work with children and young people must not carry on or allow access to images or content of a violent, distressing, sexual or abusive nature. This includes, but is not limited to, photographs, videos, movies, music, music videos, video games and social media.
- 6.21 The taking of photographs or videos is permitted with the permission of the child or young person and their parent/guardian. Permission to share photographs or videos on social media or in the public domain must be obtained prior to sharing. Permission can include ticking a box in a registration or enrolment form.

7. Privacy and Confidentiality

- 7.1 All personal information received from or about a child or young person concerning his, her or their welfare will be treated as confidential. All documentation will be held securely and in line with the Privacy Act.
- 7.2 Confidential information may only be shared as is necessary to ensure that a child or young person is not harmed or for the purposes of reporting and may be shared with:
- (a) the Child Safeguarding Officer and Minister of the relevant Parish;
 - (b) Oranga Tamariki and the Police;
 - (c) parents, guardians and caregivers provided that advice has first been sought from Oranga Tamariki and/or the Police;
 - (d) other Children or Youth Workers, Staff, Employees, Volunteers and Ministers provided that advice has first been sought from Oranga Tamariki and/or the Police and only if this is to benefit the wellbeing of the child;
 - (e) the Diocesan Child Safeguarding Officer should guidance, advice or support be required or if the abuse concern involves someone who holds a licenced or ministry position;

- (f) the Archdeacon, the Chancellor and the Bishop of the Anglican Diocese of Auckland may be informed as part of the process when the accused holds a licenced or ministry position or in the case of public or media interest.

7.3 See guidelines:

- (a) **Appendix 2** – Receiving a disclosure.
- (b) **Appendix 3** – Responding to, reporting and recording in writing suspected child abuse and neglect.

8. Review

- 8.1 The Child and Young Persons Safeguarding Policy and any related documents will be reviewed one year after the Policy's adoption and then on a two-yearly basis by the diocese's Health, Safety and Wellbeing Advisory Committee (or its equivalent) and, following the Advisory Committee's review, the Policy will be approved by the Diocesan Council.

Appendix 1: Identifying/recognising child abuse and neglect

Our approach to **identifying** abuse and neglect is guided by the following principles:

- We understand that every situation is different and it is important to consider all available information about the child or young person and their environment before reaching conclusions. For example, behavioural concerns may be the result of life events, such as divorce, accidental injury, the arrival of a new sibling etc.
- We understand when we are concerned a child or young person is showing signs of potential abuse or neglect, we should talk to someone, preferably the Child Safeguarding Officer. We should not act alone.
- While there are different definitions of abuse, the important thing is for us to consider overall wellbeing and the risk of harm to the child or young person. It is not so important to be able to categorise the type of abuse or neglect.
- It is normal for us to feel uncertain, however, the important thing is that we should be able to recognise when something is wrong, especially if we notice a pattern forming or several signs that make us feel concerned.
- Exposure to intimate partner violence (IPV) is a form of child abuse. There is a high rate of co-occurrence between IPV and the physical abuse of children.

Five types of abuse

We recognise the types of child or person maltreatment or abuse.

- **Physical abuse** is non-accidental injury. This can be caused by smacking, punching, kicking, shaking, biting, burning or throwing the child. The injuries to the child may vary in severity and range from minor bruising, welts or bite marks, major fractures of the long bones or skull, to, in its most extreme form, the death of a child.
- **Sexual abuse** is the involvement of a child or young person in sexual activities whether they are aware or not. Examples include indecent exposure, sexual intercourse (anal or vaginal), sexual harassment, involving children in pornographic activities or prostitution, penetration of a vagina or anus with fingers or objects, and oral sex.
- **Emotional abuse** is when the child's emotional and physical development is restricted because of the way the child is treated by adults. Examples include verbal abuse, denigration, active rejection, lack of love and support.
- **Neglect** is when the basic survival needs of the child are not being met. Examples include withholding food, not providing adequate shelter or clothing, depriving the child of medical or dental care, not providing love or security.
- **Family harm** is adults hurting children, or adults hurting other adults. This is of particular concern for children, both as victims and as witnesses. It is not just physical violence like slapping, shaking, beating or hitting. It's throwing things, constant shouting and swearing, put-downs, any threatening or controlling behaviour – all the things that make children frightened or scared.
- **Spiritual abuse** is a form of emotional and psychological abuse characterised by a systematic pattern of coercive and controlling behaviour in a religious context.

Spiritual abuse can be the use of religious or spiritual imagery, practices, sacred texts and teaching as a means of control, manipulation, coercion and abuse. It can include other forms of abuse such as

physical, sexual and emotional abuse with religious or spiritual justification, as well as demands for obedience or conformity that are associated with threats of harm or isolation.

Reference

Adapted from Police, N. Z. (2025). *About Abuse*. Retrieved from www.police.govt.nz:
<https://www.police.govt.nz/advice-services/personal-community-safety/school-portal/resources/successful-relationships/about-abuse>

Appendix 2: Receiving a disclosure

Reassure the child

Let the child know that they:
Are not in trouble
Have done the right thing

Receive the disclosure

Advise that if they share that they are being hurt in any way that you have to tell other people.
Disclosures by children are often subtle and need to be handled with particular care, including an awareness of the child's cultural identity and how that affects interpretation of their behaviour and language.

Do not ask any further questions

Any probing or leading questions or prompts can compromise further investigation.
You could say something like 'tell me about it', or 'explain what happened', if it is unclear what the child is sharing.

If the child is in immediate danger

Contact the police on 111

As soon as possible formally record the disclosure

Record in writing the date, time and who was present and what was said.
Write what was said word for word.
Describe the child's behaviour without ascribing an interpretation. I.e. Instead of saying "the child was visibly upset" record "the child was crying and covered their eyes with their hand" or instead of "The child appeared ashamed" say "the child looked at the ground and did not make eye contact" or instead "the child's arm looked broken" write "the child's arm appeared bruised, swollen and they could not move it".

Appendix 3: Responding to, reporting and recording in writing suspected child abuse and neglect

Our approach to **responding** to and **reporting** child abuse and neglect is guided by the following principles:

- In all cases where there is a concern about a child or young person being abused or neglected (see **Appendix 1**) by an adult or another child or young person, they must
 - report this to the Parish Child Safeguarding Officer in a timely manner; and
 - assist in the formulation of a plan to address the care and protection concerns.
- If there is a concern of abuse or neglect, it must be reported in the first instance to the Parish Child Safeguarding Officer, who will follow these guidelines to report to Oranga Tamariki or the Police.

Under sections 15 and 16 of the Oranga Tamariki Act / Children’s and Young People’s Well-being Act 1989, any person who believes that a child or young person has been, or is likely to be, harmed (whether physically, emotionally or sexually), ill-treated, abused, neglected or deprived may report the matter to Oranga Tamariki or the Police. Provided the report is made in good faith, no civil, criminal or disciplinary proceedings may be brought against the person making the report.

- Information will be collected and stored confidentially and only shared as is necessary for the welfare of the child or young person:

Under Privacy Principle 11 (Privacy Act 2020) information may be disclosed where it is necessary to prevent or lessen serious threat to the life or health of an individual.

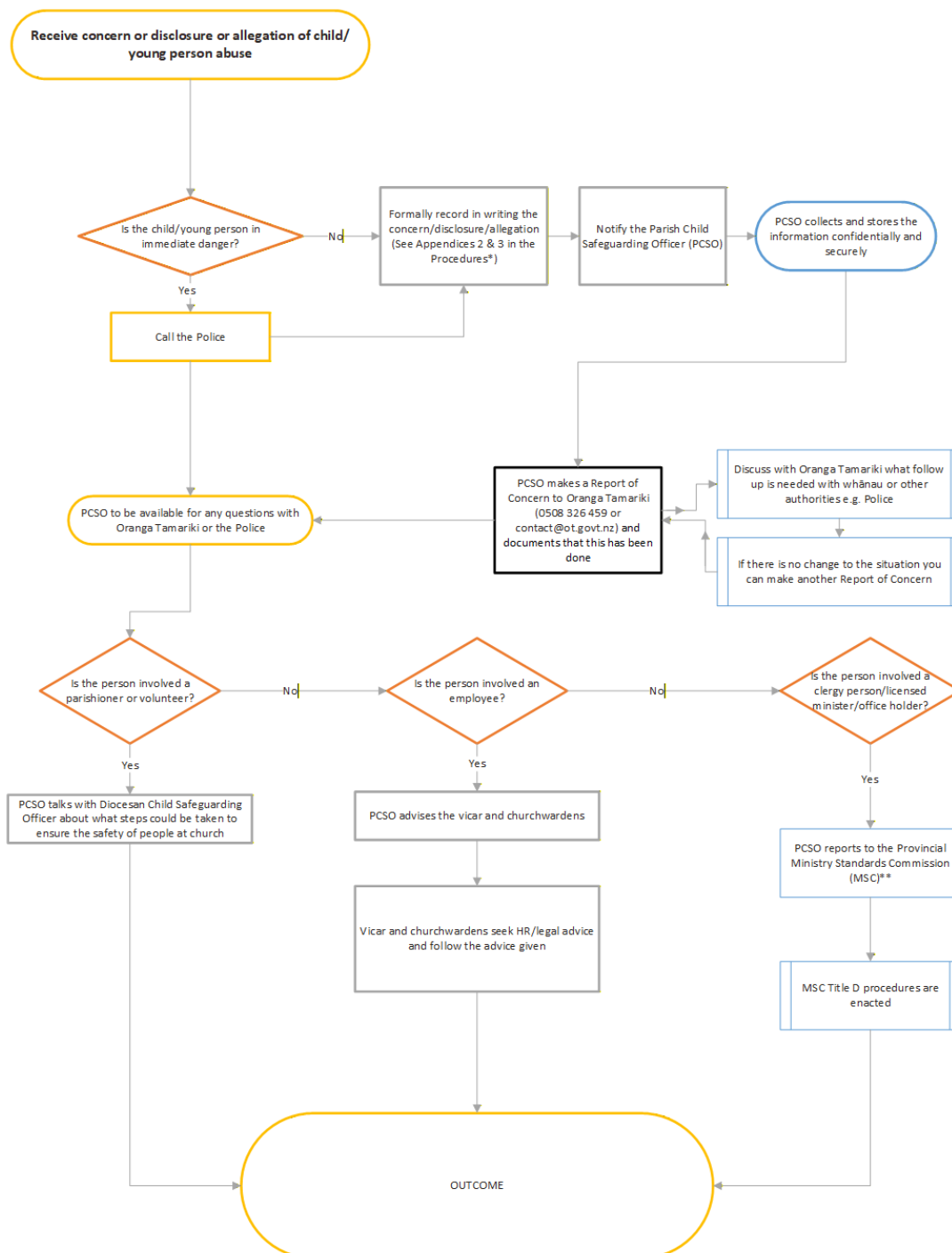
- Information will be collected in accordance with the Information Privacy Principles (Privacy Act 2020).

Refer to the [Privacy Commissioner website](#) or [diocesan website](#) for more information about privacy and why it’s important.

Appendix 4: Reporting process

Where a minister or office bearer is involved, the Ministry Standards Commission should also be notified. Legal reporting and processes should take priority.

[CLICK HERE TO GO TO AN A3 COPY OF THE FLOWCHART](#)

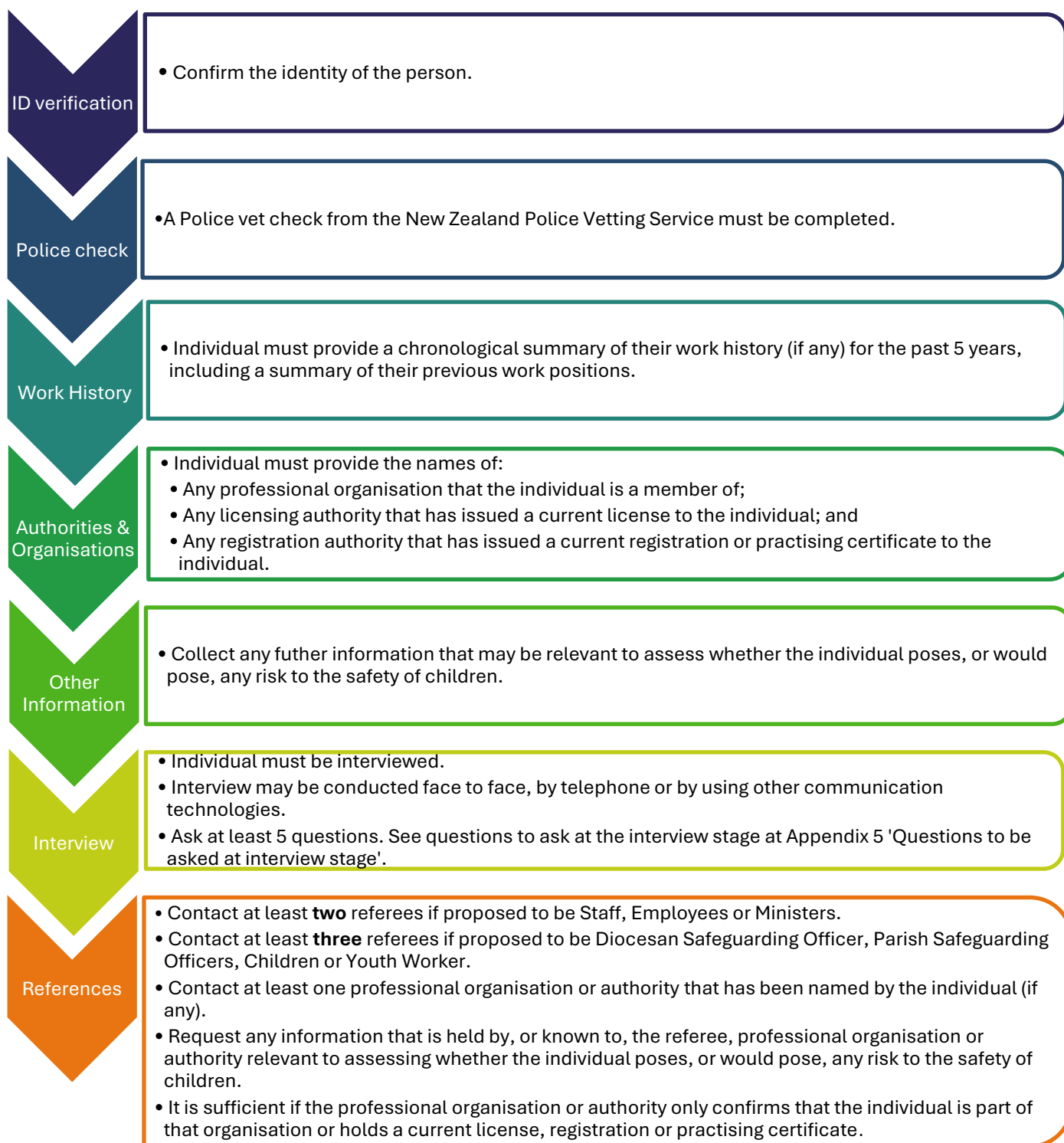


* Anglican Diocese of Auckland Children and Young Persons Safeguarding Procedures
 ** Refer to our complaints management provider if needed (The Ripples Project 0800 627 021 or support@ripples.co.nz) or go straight to the MSC (registrar@ministrystandards.org / ministrystandards.org/)

Appendix 5: Recruitment processes and safety checks

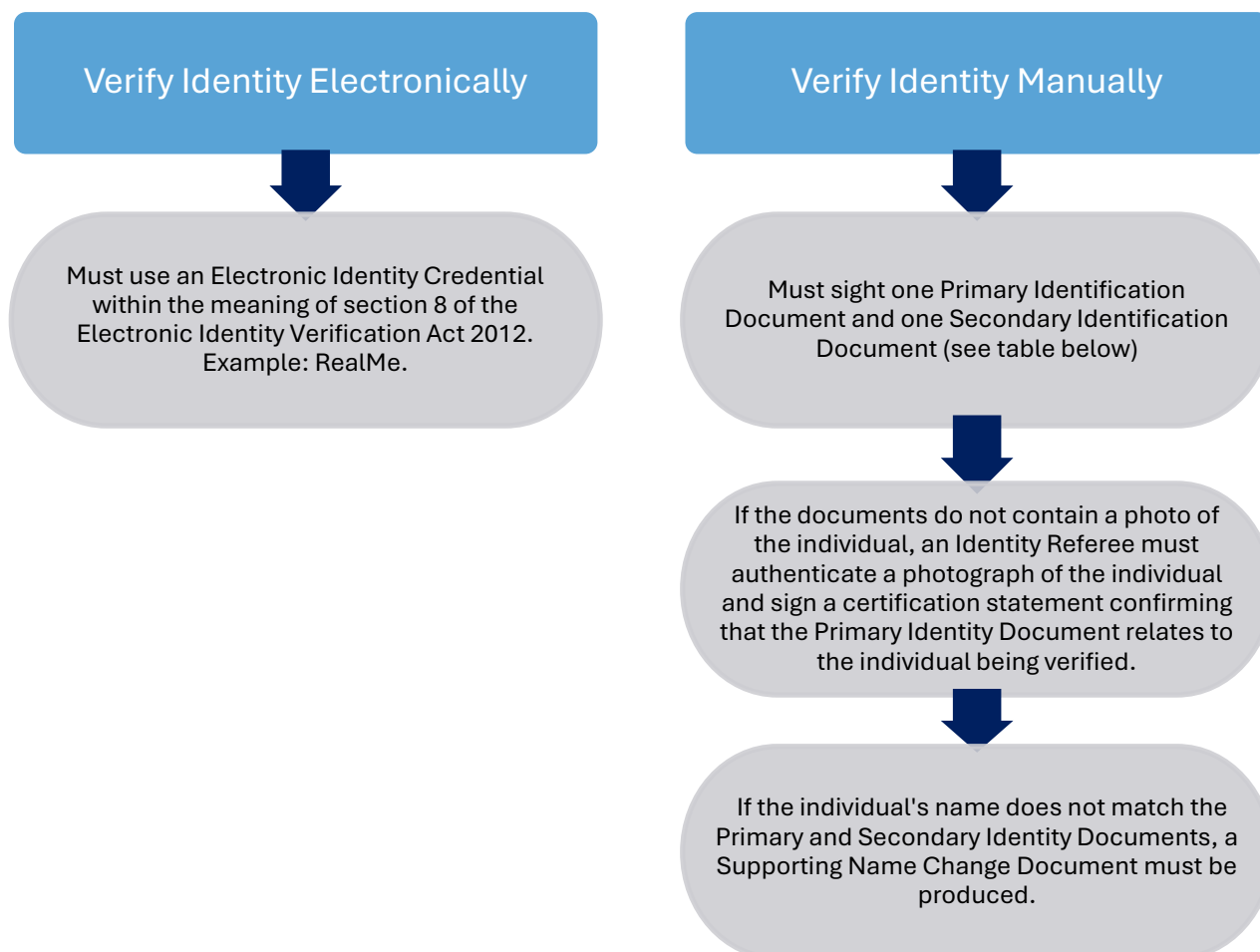
Safety checking for Diocesan Child Safeguarding Officer, Parish Child Safeguarding Officer, Children or Youth Worker, Minister or Staff/Employee/Volunteer with direct contact with children and/or young people as part of their role or duties.

The guidelines have been made in consultation with the [Children's \(Requirements for Safety Checks of Children's Workers\) Regulations 2015](#). Safety checks should be conducted every three years. Every safety check must include:



Identity confirmation

The following guidelines have been formulated in line with section 5 of the [Children's \(Requirements for Safety Checks of Children's Workers\) Regulations 2015](#).



Identification Documents

The below table sets the documents that fit the criteria of Primary Identification Documents, Secondary Identification Documents and Supporting Name Change Documents. More information may be found under the schedule to the [Children's \(Requirements for Safety Checks of Children's Workers\) Regulations 2015](#).

<h3>Primary Identification Documents</h3>	<h3>Secondary Identification Documents</h3>	<h3>Supporting Name Change Documents</h3> <p><i>(document to show current name)</i></p>
New Zealand passport	New Zealand driver License	New Zealand birth certificate (issued for the purpose)
Overseas passport	18+ card	Change of name by statutory declaration issued by Te Tari Taiwhenua Department of Internal Affairs
New Zealand immigration visa or permit issued by Ministry of Business, Innovation and Employment	Community services card	Change of name by deed poll issued by Te Tari Taiwhenua Department of Internal Affairs
New Zealand emergency travel document	SuperGold Card	New Zealand name change Certificate
New Zealand refugee travel document	Veteran SuperGold Card	New Zealand marriage certificate
New Zealand certificate of identity issued under the Passports Act 1992	New Zealand student photo identification card	New Zealand civil union certificate
New Zealand certificate of identity issued under the Immigration Act 1987	New Zealand employee photo identification card	New Zealand order dissolving marriage or civil union
New Zealand firearms license	New Zealand electoral roll record	New Zealand order declaring marriage or civil union void
New Zealand full birth certificate issued on or after 1 January 1998 that carries a unique identification number	Inland Revenue number record issued by Inland Revenue	
New Zealand citizenship certificate	New Zealand issued utility bill issued within the last 6 months	
	Steps to Freedom form issued by Ara Poutama Aotearoa Department of Corrections	

Questions to be asked at interview stage

These questions have been taken from the [advice for interpreting and applying the Vulnerable Children Act 2014 and the Vulnerable Children \(Requirements for Safety Checks of Children's Workers\) Regulations 2015](#).

Questions that provide information about the interviewee:

- Whether complaints have ever been made about their professional practice and how they have responded to them.
- Whether they have ever been convicted of an offence.
- Whether they have ever been the subject of a complaints procedure during their employment.
- Why they left their previous jobs.

Questions that explore the Interviewee's attitude:

- Whether there has ever been a time when they have had to deal with the following situations, including the process and outcome. If that situation has not arisen, what would they do if:
 - A child or young person disclosed abuse.
 - A child or young person was disruptive.
 - A child or young person hit them.
 - They discovered two children fighting or engaged in sexual play or who had stolen property.
 - A child or young person invited them to become involved in intimate or touching behaviour.
 - A child or young person threatened to make a false allegation of abuse about them.

Questions that indicate the interviewee's views on child safe practice:

- How they believe children should be disciplined.
- Their thoughts on being alone on the job with children and young people.
- The chances of abuse allegations being made about them, if they were accepted for the job.

Questions about the interviewee's experiences and relationships with children and young people:

- What rewarding experiences they have had working with children or young people.
- What they think constitutes professional practice when working with children and young people.
- Other relationships they have with children and young people outside the working or volunteer environment.
- The reason they think they get along with children and young people or why children and young people like them.
- The kind of relationships they hope to develop with the children, young people and families in this organisation?

Questions to be asked in verbal reference checks

These questions have been taken from the [advice for interpreting and applying the Vulnerable Children Act 2014 and the Vulnerable Children \(Requirements for Safety Checks of Children’s Workers\) Regulations 2015](#).

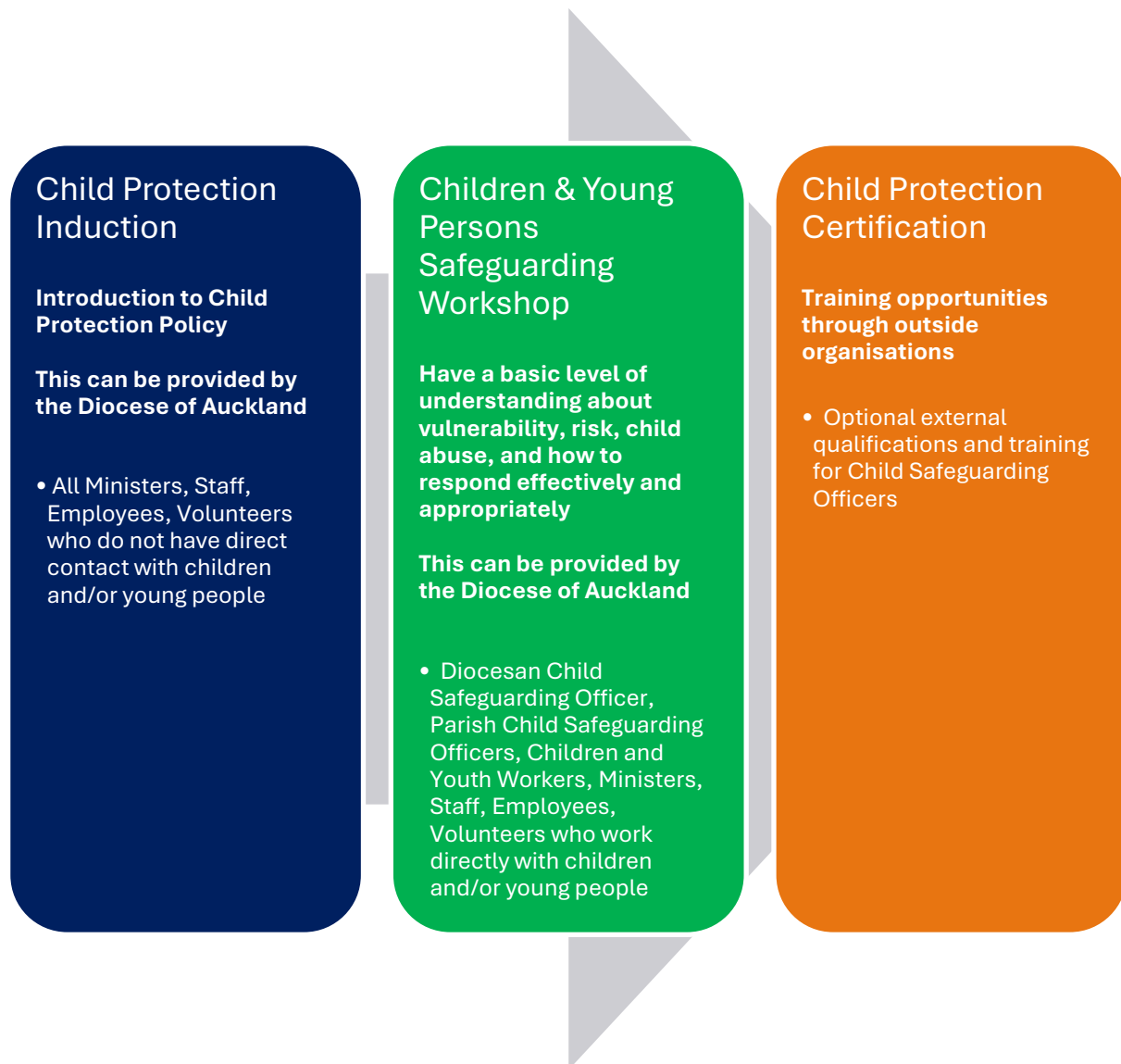
Questions to be asked in verbal reference checks:

- Do you trust the person in roles of responsibility over children and young people, and if not, why not?
- Have you ever had reason to suspect the person’s honesty?
- Has the person ever misled you about a matter relating to a child or young person?
- Has the person ever been disciplined for misleading or fraudulent conduct relating to a child or young person?
- Was the person ever subject to a formal disciplinary actions or complaints regarding their behaviour towards children and young people?
- Do you think the person should be unsupervised around children and young people?
- Was the person ever subject to formal disciplinary action or complaints regarding their disciplinary techniques?
- How well do you think the person understands children and young people?

Appendix 6: Safeguarding Training

There are two levels of training for Staff, Employees, Volunteers or Ministers of the Auckland Diocese of Auckland, provided by the Ministry Formation Team. There are outside organisations that provide comprehensive training e.g. [Child Matters](#) and [Safeguarding Children](#).

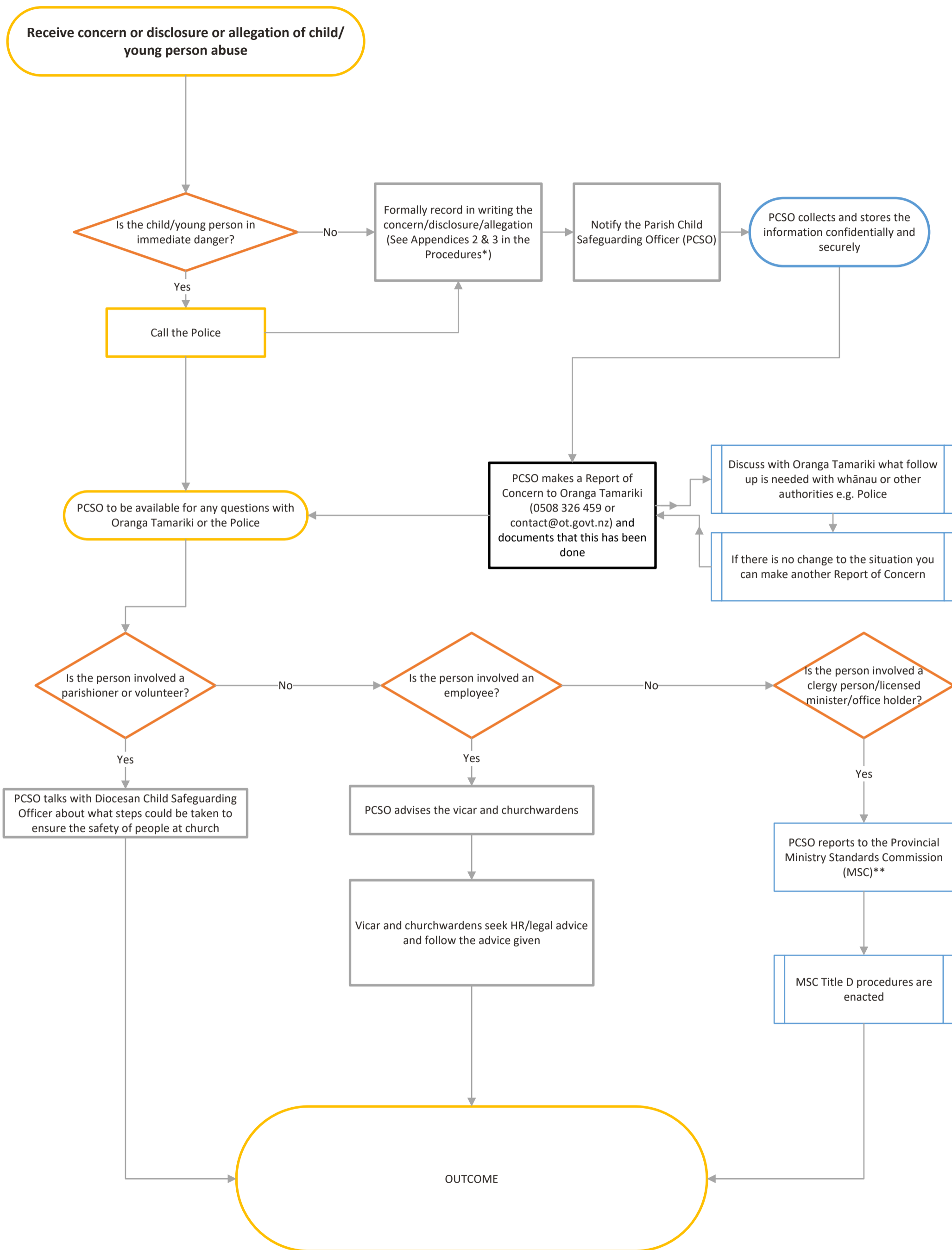
It is recommended that there are regular opportunities to have discussions/meetings for mutual support and care. See section 4 Supervision and Support for Ministry for details.



Appendix 7: Adult to Child Ratios

For Ministry Events/gatherings where the children/youth workers are in direct supervision of the child. Keep in mind that there should be a minimum of two adults at every child/youth ministry event.

	In a controlled environment <i>i.e. inside/day (not overnight or offsite)</i>	Overnight events <i>At least one adult should have a current first aid certificate</i>
Under 5 years	1:4	
5-7 years	1:5	1:5
8-10 years	1:8	1:6
11+ years	1:10	1:8



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