SkateNZ
NEW ZEALAND FEDERATION
OF ROLLER SPORTS INC.

artistic and speed skating

Safe Practices Guidance: For Child Safety & Protection

Note: this is general guidance for club activities - please note that venues you may hire or attend for certain events may have specific rules and requirements.

Safe online communication

Inform everyone, including children, young people and adults at risk, about the potential risks of online communication. Educate staff, volunteers, parents, caregivers and children, young people and adults at risk on appropriate online behaviour and safeguarding practices, particularly when communicating with children.

Encourage everyone to report inappropriate behaviour or content. Make the process easy for people and let them know all concerns will be taken seriously and acted on.

Ensure that parents or caregivers give you consent for any online communication between your organisation and their children and young people, or the adults at risk they care for.

Regularly monitor and review online communication to ensure content and messaging are appropriate and follow policies and guidelines.

Avoid sending individual messages to a child or young person. Always include their parent or caregiver or communicate through group messages.

Make sure there are at least two adults present in a group chat that includes children, young people or adults at risk.

Limit the content of messages to relevant information only, for example, directly related to the sport or activity, such as schedule changes or event details.

Maintain boundaries on social media. Do not add, like, friend, or follow children, young people or adults at risk on social media platforms or messaging apps.

Avoid sharing personal details that could identify children, young people and adults at risk.

Educate and encourage children, young people and adults at risk to keep their personal details and location settings on their devices private, and not to share others' personal details, including images.

Obtain consent from parents or caregivers before copying or sharing images of their children, young people and adults at risk.

PO Box 21-048, Henderson, Auckland 0650, New Zealand
Email: execoff@skatenz.org.nz • www.skatenz.org.nz

SkateNZ
NEW ZEALAND FEDERATION
OF ROLLER SPORTS INC.

artistic and speed skating

Taking, sharing and storing images

Most photos and videos are taken with the best intention. Sometimes though, people take or share photos or videos for negative reasons, including bullying or sexual exploitation.

It's important to get consent before taking or sharing images. Posting online can compromise privacy, potentially exposing children, young people and adults at risk to unwanted contact or attention. Images can also be misused when publicly shared online or on social media. They can be taken out of context or altered, leading to potential harm or misrepresentation of the individuals involved.

Children need to feel confident they can approach a trusted adult to help them if they feel uncomfortable about their photo experience.

Ensure taking, sharing and storing images, with requirements for appropriate behaviour, and deleting when no longer required. Educate all people who use your space that consent is required from parents or caregivers before taking any images, and that anyone can opt out of having their photo taken or used.

Prohibit phones and devices from private areas e.g. changing rooms and explain to your club members why there are potential risks.

Safe Changing Rooms

Strike a balance between keeping children, young people and adults at risk safer, while also respecting their privacy.

Stay close by to supervise them, while staying outside the changing area.

Never be alone with a child or young person who isn't your own, or adult at risk you are responsible for. Do not isolate yourself with a child in a changing room. If it's unavoidable, always have another adult present.

If you must enter a changing area, knock and announce your presence loudly, wait for permission, and ensure children have time to cover themselves.

Address any inappropriate behaviour, such as bullying or rough play, immediately. Encourage respectful conduct towards others.

Some situations may require supervision inside changing rooms. For example, for very young children, children who need assistance, or concerns about bullying. Ensure there are at least two adults present who are safety checked and are the same gender as the children.

Avoid using changing rooms at the same time as children. If there are no alternative spaces, wait until they have finished.

SPORT NEW ZEALAND IHI AOTEAROA

WORLD SKATE

NZ TEAM
NZ Olympic Committee Member

PO Box 21-048, Henderson, Auckland 0650, New Zealand
Email: execoff@skatenz.org.nz • www.skatenz.org.nz

Provide separate changing times for mixed-gender activities and consider accessibility for children with disabilities. When possible, offer private changing options for those who may feel uncomfortable in shared spaces.

If members of the public are using toilets and changing rooms, make sure there are approved adults available to supervise children.

Ban the use of phones, tablets, and cameras in changing areas to prevent inappropriate photography or filming.

Encourage everyone to report concerning behaviour. Create an environment where everyone feels comfortable voicing concerns. Let them know they should approach an adult they trust if something makes them feel unsafe or concerned.

Safe Coaching and Instructing

Create safe and positive relationships. Treat children, young people or adults at risk with respect and expect the same from them towards you, other adults and each other. Allow them to speak up and listen to them so they are confident they'll be listened to and taken seriously.

At the start of the season or before an activity, organise a team or group meeting, so everyone can ask questions, share what is important to them and the expected behaviours for everyone can be outlined. This is a great time to share any information about safeguarding.

Let them know they are safe to raise a concern or if they feel unsafe. Listen and act when they do. Share the process that your club or organisation has for them to follow.

Ensure there is an appropriate level of supervision for the age and number of children, young people or adults at risk, the activity you are delivering and the environment you are in.

Ensure there are clear and appropriate boundaries between you and children, young people or adults at risk you are coaching or instructing. Address inappropriate behaviour, such as bullying or rough play, immediately.

Where there is physical contact, make sure there is another adult present, and explain to the child what you are doing - ask their permission first, and tell them they can refuse if they don't feel comfortable.

Prioritise safety and wellbeing over results and performance.

All coaches must complete the child safeguarding certificate and keep it up to date.

PO Box 21-048, Henderson, Auckland 0650, New Zealand
Email: execoff@skatenz.org.nz • www.skatenz.org.nz

SkateNZ
NEW ZEALAND FEDERATION
OF ROLLER SPORTS INC.

artistic and speed skating

Safe transport and travel

Explain your organisation's safeguarding measures to keep everyone safe when travelling with children, young people and adults at risk. Include roles and responsibilities, behaviour expectations, and how to report concerns. Let children know they can say if they are uncomfortable with anything.

Have a focus on safeguarding when thinking about the logistics, for example, age, number of people travelling, supervision, type of vehicle, route you'll take.

Prepare a risk management plan to consider things like planned and unplanned stops, managing behaviour, activities on the trip, if there is an incident or accident.

Make sure supervisors are all safety checked and hold safeguarding certification before travelling. Consider having at least one supervisor who has a current first aid certificate.

Give parents and caregivers detailed information about the trip. Include itineraries, safeguarding considerations and your contact information. Make sure supervisors have emergency contact details, medical information, dietary requirements, cultural or religious requirements etc.

Make sure all vehicles are safe and drivers have full driver licences.

Gather feedback from participants, and parents and caregivers to help with future planning.

PO Box 21-048, Henderson, Auckland 0650, New Zealand
Email: execoff@skatenz.org.nz • www.skatenz.org.nz