



Safety Checking Procedures Contents

All children’s workers who have access to children are safety checked in accordance with the Vulnerable Children Act 2014. Safety checks must be undertaken and the results obtained before the worker has access to children. The results of the safety checks must be recorded and the record kept as long as the person is employed at the service. Every children’s worker must be safety checked every three years. Safety checks may be carried out by the employer or another person or organisation acting on their behalf.

Documentation required:

1. A written procedure for safety checking all children’s workers before they have access to children that meets the safety checking requirements of the Vulnerable Children Act 2014; and
2. A record of all safety checks and the results.

Intent:

Consistent robust safety checking helps assess whether people might pose a risk to children.

Licensing Criteria for Centre-Based Education and Care Services 2008 (as amended May 2016), GMA7A

NOTE: Playcentre Aotearoa’s Child Protection policy outlines safety checking requirements and definitions for employees, students and volunteers within the Playcentre environment.

No.	Version	Page
1.0	Safety Checking Overview	1
2.0	Safety Checking at Playcentres.....	2
3.0	Regional Office Safety Checking Procedures.....	6
	Appendix A: Identification Documents.....	7
	FORM: Safety Checking Form for Intending Students/Employees	
	FORM: Police Vetting Service Request and Consent Form	

Centres can locate digital copies online by visiting www.playcentre.org.nz

