



## Overnight Accommodation and Billeting Procedures

Where possible, Hamilton City Netball Centre (HCNC) recommends that you choose overnight accommodation rather than billeting due to the increased level of risk associated with this.

### Overnight Accommodation

1. Sleeping arrangement standards will be mandated: no sharing of a room with an adult; no bed sharing; no mixed-gender room sharing; and privacy is provided for changing purposes and using the bathroom. Children and young people will be made aware of these standards and hosts, parents, caregivers or whānau will be informed of these standards.

### Billeting

1. All adults who live at the billeting property will be Police vetted, and the results viewed before any child or young person is billeted.

i) Any potential host who refuses or challenges a Police Vet will not be considered.

ii) If a Children's Act 2014 Schedule 2 offence is revealed, no child or young person will attend the property and details of the offer to billet may be given to the Police for further investigation.

2. The Child Safeguarding Representative (CSR) will complete a risk assessment on the billeting information and reject any unsafe or inappropriate households. Information relating to the safety and appropriateness of the property will be obtained - such as smoke alarms.

3. At least two children or young people will be billeted at a time.

4. Sleeping arrangement standards will be mandated: no sharing of a room with an adult; no bed sharing; no mixed-gender room sharing; privacy is provided for changing purposes and using the bathroom. Children and young people will be made aware of these standards and hosts, parents, caregivers or whānau will be informed of these standards.

5. Parents, caregivers or whānau will be informed of all the details of the billet:

- who is in the household
- address
- contact number of the host
- contact number of the CSR
- outcome of the risk assessment and Police Vet.

6. Throughout the billeting period, the CSR will keep in regular contact with the child/young person, as well as the billet host. Should there be concerns at any time for the safety and well-being of the child/young person, they will be immediately removed and placed in other alternative safe accommodation. Parents, caregivers or whānau will be informed of any changes to original plans.